

UNIVERSITY OF JAMMU

NOTIFICATION 01 OF 2025

DATE: 20.03.2025.

Subject: UNIVERSITY REGULATIONS

It is notified that the 88th meeting of the University Council held on 30th December, 2024 at Raj Bhavan, approved the following Regulations:-

(i)	Adoption of Research Policy (2023-24) including Establishment of Research and Development Cell (Annexure-I) (as a new Chapter-LVIII (A), Volume-II in the University Calendar, 2010) passed vide Resolution No. 88.23 .				
(ii)	Adoption of revised Clause regarding Number of Attempts in University Examinations and duration of the course for students admitted under 2016 regulations issued vide No. BOA/2-B/UG/2023 dated 18.07.2023 by the National Medical Commission for India System of Medicine (Annexure-II), implemented in toto passed vide Resolution No. 88.29 .				
(iii)	Adoption of Competency Based Medical Education Curriculum (CBME) Guidelines issued by the National Medical Commission (Undergraduate Medical Education Board) vide No. U.14021/8/2023-UGMEB dated 01.08.2023 w.e.f. the date of its publication i.e. 01.08.2023 along with amendment in the provision at page 58 of CBME Guidelines issued vide Corrigendum No. U/14021/8/2023-UGMEB dated 1 st Sept, 2023 (Annexure-III), implemented in toto passed vide Resolution No. 88.32 .				
(iv)	<p>Amendment in Regulation 11 of the Statutes Governing Admission to the Master Degree / PG Diploma Programme of the University of Jammu for the Academic Session 2023-24 and onwards already incorporated in JUET Admission Brochure passed vide Resolution No. 88.35 is as given below:</p> <table><thead><tr><th>Regulation 11 (Existing)</th><th>Regulation 11 (Amended)</th></tr></thead><tbody><tr><td>11. Notwithstanding anything contained in Regulation/ Instruction above, a candidate who has passed M.A./M.Sc./M.Com /LLB etc examination from the University after having passed B.A./B.Sc./B.Com examination with minimum 55% marks, 50% for SC/ST Categories, shall also be eligible for admission under second</td><td>11. Notwithstanding anything contained in Regulation/ Instruction above, a candidate who has passed M.A./M.Sc./M.Com /LLB etc examination from the University of Jammu after having passed B.A./B.Sc./B.Com examination with minimum 55% marks, 50% for SC/ST Categories, shall also be eligible for admission under second</td></tr></tbody></table>	Regulation 11 (Existing)	Regulation 11 (Amended)	11. Notwithstanding anything contained in Regulation/ Instruction above, a candidate who has passed M.A./M.Sc./M.Com /LLB etc examination from the University after having passed B.A./B.Sc./B.Com examination with minimum 55% marks, 50% for SC/ST Categories, shall also be eligible for admission under second	11. Notwithstanding anything contained in Regulation/ Instruction above, a candidate who has passed M.A./M.Sc./M.Com /LLB etc examination from the University of Jammu after having passed B.A./B.Sc./B.Com examination with minimum 55% marks, 50% for SC/ST Categories, shall also be eligible for admission under second
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	<p>preference category:</p> <p>a) A programme where the minimum eligibility condition is passed with minimum 55% marks, 50% for SC/ST Categories, in final examination of Three Year Degree (General) Course after 12 years of schooling</p> <p>b) A Masters Degree Programme in an allied subject, if otherwise permissible under Statutes/Regulations of the University. However, admission of a candidate who has already pursued two Master Degree Programmes or Ph.D/M.Phil. Programme is not eligible to seek admission on whole time basis. However in case of Under Graduate courses, if the candidate has passed 10+2 examination from any recognized school not falling in the Jammu Province the candidate shall be considered under second preference.</p>	<p>preference category except for LL.M, M.P.Ed, M.Lib.I.Sc, M.Ed & M.Tech. Programmes</p> <p>a) Deleted</p> <p>b) Deleted.</p>						
(v)	Adoption of guidelines of the University of Jammu Research Fund (UoJRF), University of Jammu (Annexure-IV) (as a new Chapter- XI-III, Volume-I in the University Calendar 2010) passed vide Resolution No. 88.38.							
(vi)	Adoption of J&K Rehabilitation Assistance Scheme notified vide S.O. 429 dated 06.09.2022 by the University of Jammu and its amendments issued vide S.O. 397 dated 16.08.2024 to make Compassionate Appointments and grant monetary compensation under the scheme (Annexure-V), implemented in toto passed vide Resolution No. 88.39.							
(vii)	Amendments in the Rules for the Use of Dhanvantri Library Facilities by Private members, 2017, to incorporate the Membership for Wards of Permanent Employee of University of Jammu (in Chapter-XIV, Volume-I of the University Calendar, 2010) passed vide Resolution No.88.48 is as under:							
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		<p>bodies of the University of Jammu;</p> <p>ii. Former Post Graduate students of the University of Jammu;</p> <p>iii. Retired teachers of the University of Jammu</p> <p>iv. Retired Officers of the University of Jammu;</p> <p>v. Prominent government officials and eminent scholars;</p> <p>vi. Former students of Jammu region who have obtained their degrees from institutions/Universities other than the University of Jammu.</p>	<p>bodies of the University of Jammu;</p> <p>ii. Former Post Graduate students of the University of Jammu;</p> <p>iii. Retired teachers of the University of Jammu</p> <p>iv. Retired Officers of the University of Jammu;</p> <p>v. Prominent government officials and eminent scholars;</p> <p>vi. Former students of Jammu region who have obtained their degrees from institutions/Universities other than the University of Jammu</p> <p>vii. Wards of Permanent Employees of University of Jammu.</p>
	2.	<p>Registration of Private member: The applicant shall have to attach along with his/her Membership Form ,valid copies of the following documents:</p> <p>i . his/her valid photo ID,</p> <p>ii. his/her educational qualification certificates,</p> <p>iii. his/her marks card,</p> <p>iv. An affidavit, given in Annexure-B attached to the Rules, to be sworn before and issued by First class Magistrate affirming a solemn oath by the conditions of private membership of Dhanvantri Library.</p>	<p>Registration of Private member: The applicant shall have to attach along with his/her Membership Form ,valid copies of the following documents:</p> <p>i .his/her valid photo ID,</p> <p>ii. his/her educational qualification certificates,</p> <p>iii. his/her marks card,</p> <p>iv .An affidavit, given in Annexure-B attached to the Rules, to be sworn before and issued by First class Magistrate affirming a solemn oath by the conditions of private membership of Dhanvantri Library.</p> <p>v. Certificate of being a Ward of University Employee (along with documents mentioned in Para 2.i-iv</p>
	3.	<p>Duration of membership: The minimum period for which membership shall be given to a Private Member shall be 3 months and maximum period of membership shall be one year.</p> <p>Provided that no further extension beyond one year shall be given to a</p>	<p>Duration of membership: No change, same shall apply to Wards of University Employees.</p> <p>The rules shall remain the same for the Wards of University Employees.</p>

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	<p>private member in order to facilitate other fresh users of Library to use this facility.</p> <p>Provided further that no fresh membership shall be given to a Private Member after the refund of his/her Library security.</p> <p>4. Capacity/Seats: Subject to the availability of seats in the designated reading hall of Dhanvantri Library, the facility of Private Membership of the Library shall be granted to 200 users at a given time.</p> <p>5. Fee: The facility of using the Reading Hall shall be extended to the Private Members of Dhanvantri Library, University of Jammu enumerated in the clauses (i), (ii) and (vi) of Rule 4 (A) of these Rules who shall have to pay a fee of Rs.540/-* per month in addition to Rs. 1050/-* as refundable Annual Registration Fee.</p>	<p>Capacity/Seats: Subject to the availability of seats in the designated reading hall of Dhanvantri Library, the facility of Private Membership of the Library shall be granted to 200 users at a given time.</p> <p>Dhanvantri Library shall also provide Reading Hall facility to the Wards of the University Employees as per norms applicable to other Private Members, and 10% of the total seats allocated to private members shall be reserved for them. The allotment of seats to Wards of University Employees shall be made on the basis of merit. In case the seats reserved for Wards of University Employees remain vacant for the particular session, the same shall be offered to other applicants.</p> <p>Fee: The facility of using the Reading Hall shall be extended to the Private Members of Dhanvantri Library, University of Jammu enumerated in the clauses (i), (ii) and (vi) of Rule 4 (A) of these Rules, who shall have to pay a fee of Rs.710/-* per month in addition to Rs. 1410/-* as refundable Annual Registration Fee. In addition to this Rs. 200/- be charged as one time fee from the Private Members who obtained their degrees other than University of Jammu. The fee and other charges payable by the members are subject to change owing to the notifications issued by the University of Jammu.</p>
(viii)	Adoption of the "Earn While You Learn Scheme" UGC Draft Guidelines for the students of the University of Jammu (Annexure-VI), implemented in toto, passed vide Resolution No. 88.49.	

(ix)	Institution of Endowment in the form of Gold Medal in the name of Late Dr. Kapila Raina, Associate Professor, Department of Bio-Chemistry GMC, Jammu for MBBS students who secure highest marks in the subject of Bio-Chemistry & its bye-laws. (Annexure-VII) (in Chapter-XI, Volume-I in the University Calendar, 2010) passed vide Resolution No. 88.50.																					
(x)	<p>Amendment in Clause 5(b) in the Students Aid Fund Regulations from the session 2022-23 onwards (in Chapter-XXV, Volume-I of the University Calendar, 2010) passed vide Resolution No. 88.58 is as under:</p> <table><tr><th>S. No.</th><th>Regulations of Students Aid Fund before amendment</th><th>Amended Regulations of Students Aid Fund</th></tr><tr><td>1.</td><td>The family income slab should be upto Rs. 10,000/- per month.</td><td>The family income slab should not be more than 20,000/- per month.</td></tr><tr><td>2.</td><td>The cap of Students Aid Fund shall be Rs. 10,000/- per student.</td><td>The cap of Students Aid Fund shall be Rs. 15,000/- per student.</td></tr><tr><td>3.</td><td>Social backwardness and factors like a student coming from rural or comparatively inaccessible areas.</td><td>No Change</td></tr><tr><td>4.</td><td>Not existing</td><td>The student must be having a BPL Ration Card.</td></tr><tr><td>5.</td><td>Not existing</td><td>The HOD concerned shall recommend upto 05 applications of the students after conducting initial screening through the DAC in order of merit.</td></tr><tr><td>6.</td><td>The student/s must be regular in attendance, maintain proper discipline in the campus and the HOD is satisfied about his/her progress in studies.</td><td>The student/s must be regular in attendance , maintain proper discipline in the campus and the HOD is satisfied about his/her progress in studies. (Certificate in this context has to be attached along with application)</td></tr></table>	S. No.	Regulations of Students Aid Fund before amendment	Amended Regulations of Students Aid Fund	1.	The family income slab should be upto Rs. 10,000/- per month.	The family income slab should not be more than 20,000/- per month.	2.	The cap of Students Aid Fund shall be Rs. 10,000/- per student.	The cap of Students Aid Fund shall be Rs. 15,000/- per student.	3.	Social backwardness and factors like a student coming from rural or comparatively inaccessible areas.	No Change	4.	Not existing	The student must be having a BPL Ration Card.	5.	Not existing	The HOD concerned shall recommend upto 05 applications of the students after conducting initial screening through the DAC in order of merit.	6.	The student/s must be regular in attendance, maintain proper discipline in the campus and the HOD is satisfied about his/her progress in studies.	The student/s must be regular in attendance , maintain proper discipline in the campus and the HOD is satisfied about his/her progress in studies. (Certificate in this context has to be attached along with application)
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(xi)	Adoption of amended reservation policy issued by the Social Welfare Department, Jammu and Kashmir Government vide S.O. 176 notification No. SWD-Acts/2/2024-02 dated 15.03.2024 and S.O. 305 issued vide SWD-Acts/2/2024-02 dated 21.05.2024 for the direct recruitment of Non-Teaching/Administrative Staff in the University of Jammu (Annexure-VIII) , implemented in toto passed vide Resolution No. 88.64.																					
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(xiii)	Adoption of 'ratio of sharing of Consultancy fee/Charges in case of University and Faculty concerned' (50% in case of faculty concerned and 50% in case of University instead of 70%:30%) in the already adopted Consultancy norms under the policy framework University of Jammu Special Purpose Vehicle Foundation (UOJSPVF) (as a new Chapter- LXXIII-U, Volume-II in the University Calendar, 2010) passed vide Resolution No. 88.74.
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No: Coord/JU/88-UC/Reg/25/3663-3762.

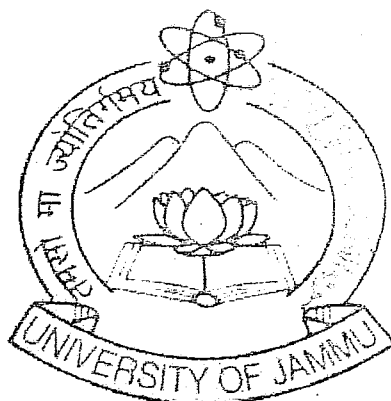
Baba Saheb Ambedkar Road,
Jammu (Tawi) - 180 006.

Date: 20.03.2025

[Signature]
REGISTRAR
[Signature]
20/3/25

Copy to:

1. Principal Secretary to Hon'ble Lt.Governor (Chancellor of the University), Raj Bhavan, Jammu.
2. Private Secretary to the Hon'ble Chief Minister (Pro-Chancellor) Chief Minister's Secretariat, Jammu.
3. The Private Secretary to the Hon'ble Education Minister, Higher Education Dept., Civil Secretariat, Jammu.
4. Financial Commissioner (Additional Chief Secretary) to Govt., Higher Education Department, J&K Govt., Civil Secretariat, Jammu.
5. Principal Secretary to Govt., Finance Dept. (Financial Advisor Universities), Civil Secretariat, Jammu.
6. Administrative Secretary to Planning and Development & Monitoring Dept., J&K Govt., Civil Secretariat, Jammu
7. Deputy Secretary/Under Secretary/Private Secretary to Hon'ble Lt. Governor (Chancellor of the University), Raj Bhavan, Jammu.
8. Secretary to Govt. Planning and Development Dept., J&K Govt., Civil Secretariat, Jammu.
9. All members of the University Council/Syndicate, University of Jammu.
10. Spl. Secretary to Vice-Chancellor, University of Jammu/ Kashmir.
11. Sr. P.A. to Dean Academic Affairs, University of Jammu.
12. Sr. P.A. to Dean Research Studies, University of Jammu.
13. Deans of the Faculties of the University of Jammu.
14. Dean Students Welfare/Placement Cell, University of Jammu.
15. Sr. P.A. Controller of Examinations, University of Jammu/Kashmir.
16. All Rectors/Directors Campuses, University of Jammu.
17. Coordinator Campuses, University of Jammu.
18. Sr. P.A. to Director, CDC/DLL/DDE/DIQA.
19. Sr. P.A. to Finance Officer, University of Jammu
20. Principals of all affiliated Colleges of the University.
21. I/c Librarian, Dhanvantri Library, University of Jammu.
22. All Branch Officers of the Registry.
- ✓ 23. Director, Centre for IT Enabled Services & Management with the request to get it uploaded on the University Website .
24. Guard file.



**Office of Dean Research Studies
University of Jammu, Jammu
Jammu & Kashmir, India**

**Research Policy
(2023-24)
(Research & Development Cell)**

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1. DEAN RESEARCH STUDIES


1.1 Introduction

The office of Dean of Research Studies was established in 2011 so as to steer the vision of the University in the research domain and implement the research agenda. Earlier there was a section called as Research & Awards section which dealt in the matters of research activities of the University of Jammu. Accordingly, the office functions under the overall supervision of the Dean of Research Studies.

1.1.1 Powers and Functions of Dean Research Studies (Notification No. 4 of 2013 dated 04.03.2013)

The office of the Dean Research Studies:

1. Shall work to facilitate and promote quality research in University/ Satellite Campuses/ and recognised research centres/ laboratories.
2. Shall coordinate, supervise, and recommend to the Vice-Chancellor for the approval of the admission of students to Ph.D./D.Sc./D.Lit./DLL/PDF/any other research programmes in various faculties.
3. Shall recommend to the Vice-Chancellor in consultation with Dean Academic Affairs and Deans of the Faculties, modifications, amendments in the statutes governing the admission of students to Ph.D./D.Sc./D.Lit./DLL and other research programmes for placement before relevant statutory bodies (if necessary).
4. Shall coordinate and facilitate a timely Board of Research Studies meeting in various faculties.
5. Shall coordinate and facilitate the submission of research project proposals to various funding agencies by Principal Investigators and will also be responsible for their internal monitoring. For this purpose, a Projects and Planning Cell would be created, which would function under Dean Research Studies and the Cell would be responsible for the timely disposal of all matters, including financial issues related to research projects, fellowships and scholarships.
6. Shall recommend to the Vice-Chancellor recurring and non-recurring expenditure provided under the sanctioned research projects(s).
7. Shall be responsible for signing the Utilisation Certificates of research projects and their timely submission to concerned funding agencies.

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8. Shall provide necessary guidance and encourage teachers/researchers to write research project proposals and suggest incentives or other initiatives to the Vice-Chancellor for the purpose.
 9. Shall liaison with relevant international, national/regional agencies/organisations/groups/individuals for financial support and promotion of quality research in the University.
 10. Shall make efforts to position the University in such a manner that it carries out research on problems of immediate concern to the Jammu & Kashmir State and contribute towards the sustainable development of the state (local and regional).
 11. Shall scrutinize and recommend the research proposals received from various University Departments/ Centres/ Institutes and other related research programmes to the Vice-Chancellor for approval.
 12. Shall supervise and promote the quality of Research Journal(s) published by the University.
 13. Shall recommend as Chairperson of a committee (to be formed by the Vice-Chancellor) the allocation of plan and non-plan research grants received by the University to various departments/research centres based on their needs and contributions.
 14. Shall identify key areas of research in the University in consultation with Deans and HODs and ensure their promotion to achieve national eminence in such areas.
 15. Shall prepare an annual research report and identify the initiatives to be taken to promote/maintain quality of the research work.
 16. Shall keep track of research funding schemes/special calls advertised by various funding agencies, both national and international, and sensitise the University faculty and other stakeholders (including research scholars/students) to apply for funding to promote his/her innovative pursuits.
 17. In the absence of the Vice-Chancellor, the Dean of Research Studies shall chair the meetings of the Board of Research Studies (BORS) and other research and development committees.
 18. Shall be responsible to sign the Utilisation Certificates for funds besides the financial and legal authorities of the University sanctioned under various sponsored projects.
 19. Communicate approval to the proposals of Heads of the Departments for deputing delegates from the University to conferences, seminars and workshops after these are

recommended by concerned HoDs, Deans and formally approved by the Vice-Chancellor

20. Shall be responsible for the effective utilisation of grants from Central/State agencies for the development of research-related infrastructure.
21. Shall be responsible for the timely purchase/procurement of scientific equipment in consultation with a duly constituted Purchase/Technical Committee to be nominated by the Vice-Chancellor.
22. Shall be responsible for receiving and disbursing financial support offered by various funding agencies for projects related to research and infrastructure development.
23. Shall supervise and carry out any other work related to the research to be assigned by the Vice-Chancellor.

1.1.2 Boards of Research Studies


At present, there is a Board of Research Studies in the following eight faculties of the University:

- Faculty of Science
- Faculty of Social Science
- Faculty of Life Sciences
- Faculty of Mathematical Science
- Faculty of Business Studies
- Faculty of Arts
- Faculty of Education
- Faculty of Law

1.1.3 Powers and Functions of the Boards of Research Studies

Each Board shall have the following powers and functions, namely:

- To consider and grant applications for registration for the research degrees in the light of the recommendations made by the Head of the Post-Graduate Department concerned.
- To appoint supervisors for the guidance of research studies.
- To prescribe the maximum number of research scholars to be guided as per the norms.
- To submit to the Academic Council suggestions and proposals for organising or improving the research studies at the University.

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- To consider any other matter referred to it by the Academic Council, the Syndicate, and the University Council.

2. RESEARCH AND DEVELOPMENT CELL

2.1 Introduction

The National Education Policy (NEP) 2020 envisages the promotion of quality research within the Higher Education system. Research and innovation are important aspects to enhance quality education by the Higher Education Institutions (HEIs). Societal challenges of our country can only be addressed by having a strong and vibrant higher education ecosystem with an emphasis on research, innovation, and technology development. The integration of Research, Innovation and Technology Development is the foundation of Atma-Nirbhar Bharat (Self-reliant India). The establishment of the Research and Development Cell (R&DC) at the University of Jammu is aimed at enabling the attainment of targets set by Atma-Nirbhar Bharat and is expected to play a crucial role in catalysing the multidisciplinary, transdisciplinary, and translational research culture mandated in NEP 2020.

As per the guidelines issued by the University Grants Commission regarding the establishment of the **Research and Development Cell** in Higher Education Institutions, Research and Development Cell has been constituted under the aegis of the office of **Dean Research Studies**, comprising of five components. These components are executed through the respective committees constituted along the themes. The five components are as follows:

1. Research & Development Programme
2. Collaboration and Community
3. Finance and Infrastructure
4. Product Development, Monitoring and Commercialisation
5. IPR, Legal and Ethical Matters

2.1.1 Vision and Mission

- To put in place a robust mechanism for developing and strengthening the research ecosystem within the University in accordance with the provisions of NEP-2020.
- To create a congenial ecosystem environment for enhanced research productivity.
- To promote collaboration across industry, government, community-based organisations, and agencies at the local, national, and international levels.
- To facilitate greater access to research through optimum utilisation and mobilisation of existing resources and funding.

2.1.2 Objectives

- To build an organisational or intra-institutional structure with role-based functions for R&DC, formulate Research Policy for the University, identify thrust areas of research, and form related cluster groups, frontline teams, or consortiums of researchers.
- To help the University create research policies for recruitment of research personnel, procurement of equipment, and financial management with sufficient autonomy for the Principal Investigator(s) and propagate research outcomes to stakeholders and the public at large.
- To put in place policies to promote researchers and innovators, identify potential collaborators from industry, research organisations, academic institutions, and other stakeholders for cooperation and synergistic partnerships.
- To act as a mediator between researchers and relevant research funding agencies, provide guidance in the preparation and submission of project proposals, and post-sanctioning of the grants to supervise adherence to timelines.
- To create mechanisms for coordination among other cells and centres dealing with University-industry interlinkage, incubation, innovation and entrepreneurship development, and intellectual property rights (IPR).
- To develop an institutional research information system through Internal Quality Assurance Cell (IQAC) for sharing the status of ongoing or completed research projects, programmes, expertise, resources, etc., and making effective use of Information & Communication Technology (ICT) for preparing the database of in-house experts to provide industrial consultancy and services.
- To engage and optimally utilise the services of superannuated active faculty and scientists in the capacity building of talented young minds in research and to promote mobility of researchers across institutions and R&D labs.
- To serve as a nodal centre for ideation and conceptualisation of research topics and themes across the disciplines by organising workshops and training programmes and ensuring the integrity and ethical practices of research activities, including clearance of the ethical committee wherever and whenever needed.

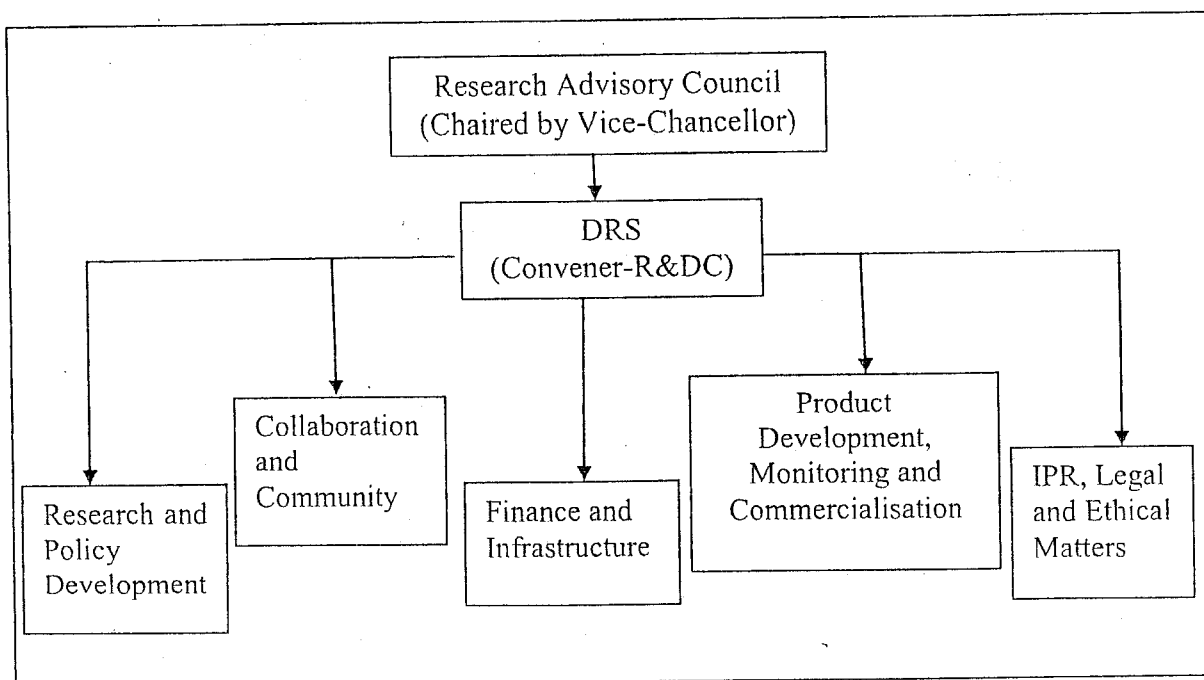
2.1.3 Functions

The establishment of the R&DC would facilitate the creation of a research ecosystem for impactful and sustained research output. Human resources (researchers and faculty),

intellectual capital (knowledge and skills), governance (regulation and policies), and financial resources (funding and grants), all address the fundamental components of such an ecosystem, namely the generation of knowledge and facilitation of research, innovation, and technology development for industrial and societal benefits.

2.1.4 Governance

An efficient governance mechanism that ensures functional autonomy, transparency, accountability, and adaptability by strengthening interlinkages to create a conducive research environment. The University of Jammu can foster the human elements (faculty, staff, scholars, and students), logistics (land, buildings, and facilities), knowledge resources (research equipment, project utilities, and consumables), fund flow, etc. through steady, proficient, effective governance (rules, norms, and policies) and financial (grants and funds) management. Establishing effective and reliable research governance in R&DC at University of Jammu requires dedicated leadership and administrative structure for research, under the direction of experienced researchers. The Research Governance will have a Research Advisory Council (RAC) headed by the Vice-Chancellor or his nominee as the apex body of the R&DC. DRS will be the Convener of the R&DC and will lead various committees responsible for driving governance. R&DC may form multiple committees to smoothen its functioning with respective committee members nominated by the DRS and approved by RAC. The organisational structure of R&DC comprising of various committees for specified functions, may be as follows:



Note: As per UGC components

2.1.5 Administration

Established organisational structures (bodies, authorities, and committees) will facilitate the planning, implementation, and monitoring of research activities in University of Jammu and formulate rules, regulations, and policy frameworks for the utilisation of facilities and resources at University of Jammu. A strategy adopted to integrate multiple functional units can support institutional research under a single-window operational system for effective administration. The activities of R&DC will be mentored and monitored by various committees for devising research models, technology, appraisal, foresight, and review functions, mediating sectoral R&D progress, and IPR protection. R&DC should keep in close contact with the Ministry Innovation Cell to make use of various innovative plans for facilitating the researchers.



3. RESEARCH POLICY

3.1 Introduction

According to the National Education Policy (NEP) 2020, universities have mainly been divided into research-intensive and teaching-intensive. Given that the University of Jammu is a research-intensive institution with teaching as its main focus, a strong research policy that gives direction and support to high-caliber research becomes a crucial element.

The University of Jammu aims to establish itself as a leading research University in the world. Through the creation and use of knowledge, it continuously adjusts to shifting social realities. It conducts research in over 39 disciplines at the M.Phil. and Ph.D. levels (the M.Phil. programme was discontinued after the adoption of NEP-20), in addition to providing post-graduate students with research exposure through dissertations and projects during the third and fourth semesters of their post-graduate programmes. The faculty members have distinguished themselves in their fields of study and contributed significantly to the University. The University has received funding from the DST-PURSE Project (Phase I and II), DST-FIST, RUSA, and other programmes in appreciation of the research work it has conducted. Through research initiatives supported by DST, UGC, ICMR, CSIR, DAE, DRDO, ICSSR, ICAR, ICHR, etc., extra-mural funds of crores have been sanctioned to the University.

With the rapid changes taking place in societal, technological, and cultural aspects, research and the knowledge generated therefrom have become key tools for improving society and elevating our country. Any University hoping to compete on a national and international scale needs a strong research ecosystem. The NEP (2020) places a strong emphasis on a culture of interdisciplinary, transdisciplinary and multidisciplinary research that fosters innovation. With a synergistic approach to research that begins at the college level and has integration with higher education, the policy aims to totally alter and revolutionise the quality of research in the academic environment.

The research policy of the University of Jammu has been framed in accordance with the ideals as envisioned in the NEP (2020), keeping thrust on the socio-economic and socio-scientific issues confronting society, especially in the Union Territory of Jammu and Kashmir. It offers

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a vision that aims to advance integrated research activities at the University and to specify the role of the University of Jammu in contributing knowledge to the current globalised world. The University of Jammu is devoted towards pursuing excellence in research, and the policy is anticipated to provide guidance for improving its research ecosystem.

3.1.1 Research Purpose

With the rapid changes taking place in societal, technological, and cultural aspects, research and knowledge generation have become key tools for uplifting society and taking our nation to a greater height. A robust research ecosystem is needed by any University aspiring to compete at national and international levels. NEP (2020) also lays emphasis on a culture of research in inter-disciplinary areas leading to innovation and oriented towards solving societal problems. The policy envisions completely changing and transforming the quality of research in the academic ecosystem through a synergistic approach to research, starting at the school level and integrating it into higher education. The research policy of the University of Jammu has been framed in accordance with the ideas envisioned in NEP (2020).

The research policy of the University has been drafted so as to provide focus, clarity, and vision for the development of research pursuits in the University and to define the role of the University of Jammu in providing knowledge inputs in the current globalised world. The policy is expected to provide direction to enhance the research ecosystem of the University.

3.1.2 Research Vision

The University aims to extend the frontiers of knowledge, stimulate creativity and innovation, and solve real-world problems. It is accepted that investment in research infrastructure, human resources, and building national and international partnerships are crucial elements of the research ecosystem. The University pledges to provide the best of these to all stakeholders so as to enhance their contribution in strategic emerging areas of research.

3.1.3 Objectives

- Creating an enabling environment within the University in order to foster a research culture and provide support through a research framework and guidelines.

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- Ensuring a high level of efficiency and effectiveness in the support system to facilitate faculty and researchers in their research pursuits.
- Encouraging publications in quality journals, filing patents, and developing cutting-edge technologies with scope for commercialisation.
- Nurturing an environment for undertaking socially useful research with a specific focus on strategic issues within Jammu and Kashmir State.
- Establishing inter-disciplinary research centres within the University with potential for excellence.
- Promoting inter-disciplinary collaborations and partnerships at the state, national, and international levels.

3.2 University of Jammu Research Fund (UoJRF)

The University Research Fund has been instituted by the University of Jammu vide University Council Notification No. 01 of 2019 dated 29.07.2019. It aims to strengthen the research activities of the departments/centres/offsite campuses. The quality of research and teaching serves as one of the major factors for prestigious accreditation to the University by NAAC. The said fund shall provide bedrock for the young and upcoming faculty members/scientists/researchers of the University to bank on assured financial support for continuous engagement in research that shall benefit academic pursuits of the University.

3.2.1 Aims and Objectives

The University of Jammu Research Fund (UoJRF) aims to support the permanent teaching faculty and scientists working in the main campus and offsite campuses in developing ideas with disruptive innovation potential through concrete projects (Independent, Interdisciplinary, Multidisciplinary or Transdisciplinary). The UoJRF also intends to provide research support to faculty members and scientists to motivate them to undertake quality research projects. The University of Jammu, through this fund strives to develop research ecosystem in the university, where every researcher shall be given opportunity to translate novel ideas into reality and create a foundation for obtaining larger funding from extramural sources. Through this financial support the office of DRS seeks to promote close academic interaction with industry and society to develop innovative technologies and promote intellectual capital.

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3.3 Constitution of Committees

I. Research Appellate Committee (RAC)

The following committee shall be constituted to address the issues related to admission to the research programmes of the University in a timely manner:

- Vice-Chancellor - **(Chairperson)**
- Dean Research Studies - **Member**
- Two Deans of Faculties nominated by the Vice-Chancellor
- Assistant Registrar (R&A) - **Member Secretary**

The Committee shall be constituted every two years.

- Its meeting shall be held within 30 working days after the completion of the research admission schedule (in case appeals are received).
- The applicants can apply on plain paper, stating their reason for appeal, and submit all necessary documents to support their application to the concerned head of the department within 7 working days after the completion of the admission process.
- The HoD shall place the appeals received (if any) in the Departmental Research Committee (DRC) and submit only those applications that have genuine grievances along with clear-cut recommendations from the DRC to the DRS office within five working days.
- The DRS office shall compile appeals (if any) received from various departments and present them before the Research Appellate Committee on the scheduled date.

The decision of the Research Appellate Committee shall be final and binding on all applicants.

II. Centralised Research Admission Committee (CRAC)

The Committee shall be constituted by Vice Chancellor to handle issues related to Ph.D. admission, including delayed condonation cases.

The committee, consisting of the following members, shall be constituted every two years:

- Dean Research Studies - **(Convener)**
- Three Deans of Faculties nominated by the Vice-Chancellor

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- Assistant Registrar (R&A) - **Member Secretary**

III. Research Grievances Committee (RGC)

The Research Grievances Committee (RGC) consisting of the following members shall be constituted every two years:

- Dean Research Studies - **(Convener)**
- Three Deans of Faculties nominated by the Vice-Chancellor
- Assistant Registrar (R&A) - **Member Secretary**

The Committee shall look into the grievances received by the DRS office and approved by the Vice-Chancellor for placing them in the RGC. The Committee shall meet as often as may be required and submit recommendations for each case to the Dean of Research Studies, which shall be submitted to the competent authority for approval.

3.4 Research Integrity and Responsible Conduct of Research

I. Anti-plagiarism measures adopted

Plagiarism of any kind is unacceptable, and researchers are encouraged to use novel ideas and acknowledge original ideas at the University. The University abides by all UGC regulations in full. The University has established departmental and institutional-level committees (DAIP and IAIP) to carry out the tasks given to these committees by the UGC.

A well-developed section in the Central Library of the University is equipped with the latest anti-plagiarism software, and all research publications (Ph.D. theses, books, and research publications) are scrutinised at various levels to prevent any misconduct. The University is currently using the Original Plagiarism checker. Original Plagiarism Checker is an award-winning software solution that combines text matching with writing style analysis, enabling educators and users to assess the authenticity of any research text, regardless of language. The services of this software are provided free of charge by INFLIBNET to all the universities that have signed MoU.

II. Institutional Ethical Committee

In order to ensure a competent review of all ethical aspects of project proposals received and to provide advice to researchers on all aspects of the welfare and safety of the research participants after ensuring the scientific soundness of the proposed research, an Animal and Human Experimentation Institutional Ethical Committee has been constituted by the Hon'ble Vice-Chancellor, University of Jammu, comprising of the following:

- Chairperson
- One-two persons from basic sciences area
- One-two clinicians from various institutes
- One legal expert or retired judge
- One social scientist or representative of a non-governmental agency
- One philosopher/ethicist/theologist
- One layperson from the community
- Member Secretary

3.5 Thrust Areas of Research

In order to promote interdisciplinary research and address real issues and problems faced by society, the research clusters have been established at the University to promote innovative and interdisciplinary research. Producing patents/consultancy projects and collaborations with industry and leading research institutions would be mandatory for various centres of research clusters.

The following thrust areas have been identified:

- Data Science and Artificial Intelligence/Machine learning.
- Nanotechnology & Material Science
- Drug discovery
- Genomics and Virology, Genomics, Proteomics
- Plant & Microbial Genetic Research
- Condensed Matter Physics (Crystal Growth and X-ray Crystallography)
- High Energy Physics
- Nuclear Physics
- Electronics



- Human Development
- Plant, Animal, Fungal & Microbial Genetics
- Bio-diversity & Plant/Animal Disease and Stress Biology, Physiology & Management
- Climatic Change and Sustainable Development
- Organizational, Business Innovation and Entrepreneurship Research
- Latest trends in library
- Media, Culture & Society
- Languages and Arts.
- Cultural Studies
- Indian Ethos
- Indian Knowledge Systems
- Business Studies
- Philosophy and Literature
- Indian Languages
- Social Sciences

Note: The list is indicative in nature and University reserves the right to add/modify the areas specified.

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4. Research & Policy Development (R&DC-I)

4.1 Submission of the project proposals

The Principal Investigator (PI) will complete the project submission form as per the prescribed format (Annexure-I) and as per the guidelines of the funding agency.

- All proposals for submission of research projects to the various funding agencies should be forwarded through the head of the concerned department, the Rector of Campus/Director of the campus, or the director of the centre or institute, who will certify the possibility to accommodate the research project work and staff within the existing laboratory space. The PI of the proposed project shall clearly state the extra space that would be needed, if any, and the HOD or Director of the Institute shall certify the availability of the same. The proposal must be cleared by the head of the department or director of the centre or institute within three working days.
- The project proposal with complete details of the financial requirement for capital expenditure (mentioning the name of the equipment and other infrastructure requirements along with the estimated cost), as well as details of the recurring expenditure and the total duration of the project, must be submitted to the office of the Dean of Research Studies and shall be processed within seven working days.
- The project proposals submitted to different funding agencies must ask for overhead charges as per the norms and guidelines of the funding agencies. If there are no guidelines prescribed by the funding agency regarding overhead charges, in that case, 10% overhead charges shall be considered while submitting the project proposal.
- Project assistant/s, field assistant/s, project fellow/s, or JRF/s may be included in the proposal as per the norms of funding agencies.
- If the project is with a non-government agency, a statement on the terms and conditions of the project, including the rights to patents and royalties, must be clearly spelled out.
- If a memorandum of understanding is to be signed at a later stage, the exact terms and conditions of the MOU, including the summary of the finalised project, shall be submitted to the office of the Dean of Research Studies.

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4.2 Sanction of the projects

The sanction letter and details of the amount sanctioned under different budget heads, the duration of the project, and other terms and conditions shall be communicated immediately to the office of Dean Research Studies and Grants Section as and when the sanction letter is received by the Principal Investigator. Further, a copy of every sanction letter as well as revisions to the sanction letter or release of funds must be communicated to the office of Dean Research Studies and Grants Section immediately by the PI upon receipt from the funding agency (Annexure-II).

4.3 Operation of projects

- A Departmental Purchase Committee of the relevant department must recommend all purchases after following the proper procedures in accordance with the University of Jammu's financial norms.
- All purchases regarding the project shall be made according to the notified financial codes i.e. GFR, etc.
- After carefully examining the tenders and quotations, the Principal Investigator (PI)/Competent Authority, as the case may be, will sign the purchase order.
- Payment of all the bills will be made through the Online Digital Mode (PFMS) by the Grant Section in favour of the concerned vendor. In the event that payment is to be made by PI, the same shall be made online in digital mode as per the guidelines of the Government of India.
- TA/DA in the project for field work and visits outside the Jammu for attending conferences, seminars, and symposia can be paid as per the guidelines of the funding agency and/or University of Jammu norms applicable to PI/Co-PI/Research Scholars working in the project upon approval and justification by the PI.
- On the recommendation of the concerned Head of the Department and Dean of Research Studies, the PI/Co-PI and staff will need the approval of the competent authority for the time spent conducting project-related fieldwork or working collaboratively in another laboratory.
- Re-appropriation of funds under various budget heads of a project shall be allowed only if the concerned funding agency permits.

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4.3.1 Annual Statement of Expenditure and Utilisation Certificate

Principal Investigator shall prepare a statement of expenditure and Utilisation Certificate within the stipulated time period prescribed by the funding agency. The Utilisation Certificate and Statement of Expenditure must be submitted to the Grants Section for confirmation, cross-checking, and onward transmission to the funding agency.

4.3.2 Management of Overheads

- From overall funding, excluding the cost of equipment, 50% of the overhead shall be shared with the University and shall be deposited from the Account to University Research Funds (UoJRF), and 50% shall be retained by the PI.
- The overhead charges shall be kept at the disposal of the PI to meet his or her contingency requirements. Funds under this head can be utilised by PI up to nine months beyond the tenure of the project. Any unspent amount from the PI share will be transferred to University funds after the closing date.

The PI can use his or her share of the overhead charges to pay for the following expenses:

- Infrastructure.
- Repair and upgradation of scientific equipment; maintenance of services; purchase of minor accessories, etc.
- Cost of advertisements in newspapers for project positions.
- Hiring manpower, including secretarial assistance, is subject to approval by competent authority as per University norms.
- Expenses to meet travel, registration fees for participation in conferences and symposia, and visits to another laboratory for collaborative work.
- Publication charges for research articles in peer-reviewed journals.

4.3.3 Research Project Funded by an Agency other than the Government

The proposal for research projects funded by non-government agencies will be submitted with a minimum cost of 20% as overhead charges, or as prescribed by the agency.

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4.3.4 Appointments and Engagements

- For appointments/engagements to the position under Project, applications shall be invited after giving wide publicity regarding the vacancies.
- In cases where vacancies are for a period of up to six months, such posts need not be advertised but shall be circulated in the departments of the University and on the University's website.
- In cases where vacancies are for more than six months, such vacancies need to be advertised in the local newspaper and on the University's website.
- In case where vacancies are for more than one year, such vacancies need to be advertised in at least one national newspaper. The same vacancy shall be advertised on the University website for at least three weeks.
- The Principal Investigator will seek the applications. The office of DRS shall conduct selection process for the eligible shortlisted candidates.

The Appointment Committee consists of the following members:

- Dean of Research Studies (**Chairperson**)
- Dean of the concerned Faculty
- Head of the Department of the concerned Faculty
- External Expert
- Principal Investigator
- Assistant Registrar (R&A)

The appointment/engagement letters shall be issued to candidates by the office of the Dean of Research Studies. A copy of the appointment letter shall also be sent to the Registrar/Gants Section. All appointment letters shall clearly indicate the terms and conditions of appointments.

- Appointment/engagement of staff in the project is on a purely temporary basis for the duration of the project only, and the appointed staff will have no claim for regular appointments in the University on the termination of the project. An undertaking shall be taken by the PI from the staff being appointed to the project.
- The staff employment/engagement in the projects will be governed by the same rules and conditions of service as applicable to temporary employees at the University from

time-to-time, except in those projects where the conditions have been laid down by the sponsoring body.

- The leave or leave given to the staff under projects will be admissible to the same extent as it is admissible to other employees of the University, unless sponsors specify otherwise. The Principal Investigator will be competent to sanction leave to the extent admissible.
- The copy of the joining letter of the selected candidate should be countersigned by the Principal Investigator and sent to the office of Dean Research Studies/Grants Section. A copy of the joining letter may be retained by the Principal Investigator.

4.3.5 Settlement of Bills


- The payment of bills and clearance of accounts is one of the most important aspects of the smooth running of the project. If the Grants Section has a procedural objection to the bill, it will be sent back to PI in a week's time. Bills that are in order will be cleared, and payment shall be released through online or digital mode within three weeks of the submission of bills. If the bill is not settled within three weeks' time from the date of submission, PI shall report to the branch head.
- If any note-sheets or bills of purchase are sent to the Grant Section, the concerned branch shall acknowledge receipt of the note-sheets or bills.

4.3.6 Maintenance of Stock Registers

- Each project shall have a separate stock register for assets, consumables, and non-consumable articles.
- A separate account shall be opened with full details for each article.
- All entries in the stock register shall be signed by the Principal Investigator.
- Physical verification of stock shall be conducted at least once a year, and a report shall be sent to the Joint Registrar (Finance).
- Equipment purchased specifically will be the property of the University on the termination of the project, and stock shall be entered in the departmental stock register, clearly showing that the item or equipment has been purchased from the project. After the closure of the project, a copy of the handover or takeover, duly signed by the PI

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and Head of the Department, shall be submitted to the Joint Registrar for record and verification by the Audit.

4.4 Interim Progress and Accounts Reports for the Project

The PI shall prepare the progress report along with the settlement of accounts, which should be submitted to the Grants Section, who would verify it within a week of submission of accounts. The reports and accounts on verification shall be returned to the PI for onward transmission to the funding agency. Any minor discrepancy can be solved after going through the accounts again and solving it mutually. The reports and accounts shall be audited by an approved auditor of the University, and the same will be allocated by the internal audit section of the University.

4.5 Closure of the project

The closure of the project shall be done within six months of its completion. The final and technical report shall be prepared by the PI in accordance with the requirements of the funding agency and submitted to the Finance Branch for verification of financial aspects and the signature of the registrar before being forwarded to the funding agency (Annexure III).

4.5.1 Statement of Final Accounts

- The statement of final accounts showing year-wise expenditure and a list of articles (consumables and non-consumables) left over from the time of termination of the project and purchased out of the project funds shall be sent in triplicate to the Finance Officer in the prescribed Performa (Annexure III) and verified by the Internal Audit Officer of the University. These articles may be transferred to the stock register. In the event that the department does not want these articles, they will be auctioned following due procedure.
- The list of articles will be given to the Head of the Department for entering permanent assets in the stock register within four weeks of their submission. After making entries at respective pages in the stock register, these must be provided to the Finance Branch for an internal audit for further verification. It is mandatory for the department to enter

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all the entries on the proper pages and hand them over to the concerned person for research. If PI does not want to use them further, they are taken back to the stores.

- The PI and Head of the Department shall ensure that all pieces of equipment that are beyond repair are written off following due procedure. In the event of any missing item under this category, the cost to be recovered from PI (before issuing the No Dues Certificate) will be decided by the competent authority in consultation with the Head of the Department and Finance Officer.

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5. Collaboration and Community (R&DC-II)

5.1 Introduction

Research collaboration that emphasises cooperation between different researchers and research centres to achieve common aims and improve scientific production is the need of the hour. In order to create a vibrant and sustainable research ecosystem in HEI, it is suggested that collaboration be developed and strengthened at three levels:

- Intra-University Collaborations
- Inter-University Collaborations
- Community-Level Collaborations

5.1.1 Intra-University Collaborations

Intra-University research collaboration may provide opportunities for investigators to learn how approaches from complementary disciplines may be applied to existing problems and lead to the development of innovative solutions.

In order to accomplish this, the following guidelines shall be applicable:

- Creating a flexible research ecosystem with ample focus on multi- and transdisciplinary research studies. Across faculties, research boards shall be formulated to reflect appreciation of changing research paradigms.
- More emphasis is placed on the joint supervision of research candidates. Supervisors who can offer different yet complementary perspectives, knowledge, experience, and skills shall be motivated to work as joint supervisors.
- Enhanced ability to share and exchange resources. A mutually beneficial arrangement of sharing resources (humans, equipment, data, databases, research labs and sites, etc.) shall be focused upon.

5.1.2 Inter-University Collaborations

There is an urgent need for research collaborations among University departments and between universities and other research institutions and organisations, with a specific focus on facilitating and supporting the development of new research partnerships across disciplines

with a vision of promoting the element of interdisciplinary/ transdisciplinary/ multidisciplinary research.

- More MOUs shall be in place among universities and research institutions. Researchers and faculty exchange programmes shall be emphasised. Resource sharing among institutions shall also be promoted.
- Joint research proposals among collaborating institutions shall be submitted to funding agencies.
- The colleges affiliated with a University or in proximity to the University shall be provided strategic support for developing research.

5.1.3 Community-Level Collaborations

Researchers can integrate community partnership, equity, and respect into their research practices. Community engagement leads to more equitable and applicable research. Suggested measures for community-level collaboration include:

- Inclusion of social and community representatives (NGOs, community-based organisations, representatives of PRIs, social activists, industry representatives, etc.) at different levels of HEI/ research bodies.
- Provision of allocating fixed credits for community-oriented practical work for coursework scholars.
- Seeking and acknowledging the inputs of community stakeholders at the time of designing and formulating a research proposal.

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6. Finance and Infrastructure (R&DC-III)

6.1 Finance

- The source of finance was proposed to be either the University of Jammu Research Fund, RUSA (Innovation and Research), a fee mobilised from Ph.D. students at the time of admission, or any other source, whichever is feasible.
- To identify potential sponsors from industry, academia, and research organisations for an effective partnership.
- To provide sufficient autonomy to the Principal Investigator to propagate research outcomes to stakeholders.
- In the initial phase, Rs. 50,000 can be provided to Assistant Professors and Rs. 1,00,000 to Associate Professors and Professors for research proposals as per the existing guidelines of the RUSA/ UoJRF/ any other grant.
- To serve as a nodal centre for ideation and conceptualisation of research topics and themes by organising workshops and training programmes.

All the existing guidelines for research and finance will be extended to the Research and Development Cell to accommodate the projects taken up by the University and any financial assistance to be given for these projects.

6.2 Infrastructure

- R&DC shall provide support for setting of research infrastructure in University.
- It shall develop an institutional research information system for preparing a database of in-house experts for consultancy and related services.
- It shall assist the departments in establishing research labs.
- It shall act as a liaison between interdepartmental exchanges of research setups and infrastructure.

7. Product Development, Monitoring and Commercialisation (R&DC-IV)

7.1 Introduction and Purpose

Higher educational institutions around the world are focusing on creating a knowledge economy through education, research, and innovation. The Product Development, Monitoring, and Commercialization (PDMC) aspect of the R&DC at the University of Jammu plays a crucial role in this endeavour by promoting research and innovation in various fields and ensuring that the institution's products of commercial importance are original and of high quality, and meet the academic integrity principles of the institution. The PDMC plays a critical role by promoting and cultivating new technologies, ideas, and inventions that may emerge from the academic community. It shall provide the necessary support to research teams to ensure that their research is conducted in a structured and comprehensive manner and has practical applications which can be commercialised. It shall also work towards creating an entrepreneurial culture in higher educational institutions to encourage the development of start-ups within the ethical guidelines set by the regulatory bodies to ensure that all research activities carried out are ethical and have no negative impact on society or the environment.

7.2 Guidelines

The following guidelines shall be followed for the development, monitoring, and commercialisation of products:

- **Identification of Potential Products:** To identify potential products that various departments could develop on their own or through a transdisciplinary or multidisciplinary collaborative approach.
- **Forming Product Development Teams:** To assemble teams comprising experts from different fields to develop identified products. The R&DC will assist in identifying experts and forming teams.
- **Conducting Market Research:** To conduct market research to identify the demand for developed products. The R&DC will provide the necessary support and guidance for conducting market research.

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- ***Developing the Product:*** Product development teams shall work together to develop the product. The R&DC will provide the necessary support and guidance for product development.
- ***Monitoring the Product:*** To monitor the product to ensure that it meets desired objectives. The R&DC will provide the necessary support and guidance for monitoring the product.
- ***Commercialisation of the Product:*** To explore various commercialisation options for the product. The R&DC will provide the necessary support and guidance for commercialising the product.

7.3 Product Development

Product development is a critical stage in the commercialisation process. It involves converting innovative ideas and research outcomes into marketable products or services that can generate revenues for the institution. It follows a structured approach to product development, focusing on identification of the market need, concept development, design and prototyping, testing and validation, and final product development. To establish a product development process, the faculty, students, and other stakeholders will be encouraged to carry out the following:

- ***Idea Generation:*** To invite novel ideas regarding developing new products, techniques, processes, services, technology, etc. under all the domains of sciences, humanities, languages, etc. To encourage and support faculty members and students to generate innovative ideas that can be converted into marketable products or services.
- ***Idea Evaluation:*** To scrutinise the proposals submitted by various departments and faculties after the evaluation process. The selection will be based on the feasibility of the proposal in terms of relevance to the stakeholders and community and potential for commercialisation.
- ***Research and Development:*** To facilitate such initiatives by providing necessary resources and infrastructure and connecting to mentors and experts required throughout the journey. The emphasis would be to encourage research in developing new

techniques, processes, services, technology-based products, etc. for the benefit of society at large.

**** The product can be in the form, not limited to, professional services, literary works that are compiled or created, technology-based (software or hardware development), databases, novel computational methods and techniques, chemical, physical, or biological processes and innovations, circuits and systems, models, or any other form of new or innovative research concepts, methods, or systems.**

7.4 Monitoring

PDMC shall monitor the progress of the research activities carried out at the University of Jammu, its campuses, and affiliated colleges. It shall conduct regular reviews of the research projects to ensure that they are on track and have the potential to be commercialised. It shall also provide support to research teams in overcoming any challenges that they encounter during the research process.

Monitoring is an essential component of the product development and commercialisation process. PDMC shall establish a system for monitoring the progress of each project. This will include regular meetings to discuss the progress and challenges faced by the project team. It shall ensure that project timelines are met and the project remains within budget. It shall establish a monitoring system that tracks the performance of the products and services launched in the market. The robust monitoring of the progress of the research would be undertaken as follows:

- **Progress Monitoring:** To submit the progress report after every three months. The experts in the respective fields would conduct the review and internal evaluation of the ongoing research.
- **Quality Control:** To ensure that the product or service is following and adhering to the ethical practices and guidelines (if required). The experts will also oversee whether the quality standards are followed.
- **Continuous Improvement:** To analyse the necessary improvements to the product or service to enhance its performance in later stages after the objectives were met by the teams.

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7.5 Commercialisation

PDMC shall work towards commercialising the research products developed at the University of Jammu, its campuses, and affiliated colleges. The R&DC shall identify potential investors and industry partners to collaborate with to introduce the products to market. Additionally, the R&DC shall provide support and connect the research teams to experts and committees for protecting their intellectual property rights and filing for patents. The cell shall also work towards creating an entrepreneurial culture in higher educational institutions to encourage the development of startups.

Commercialisation is the process of taking a product or service to market, establishing its brand, and generating revenues. The PDMC shall establish a commercialisation process that includes the following steps:

- To establish networking with industries, government and private agencies, institutions, and universities within India and abroad.
- To work with networking partners to ensure that the developed product is launched successfully and meets the institution's financial goals.

PDMC shall work with the marketing team to ensure that the developed product is launched successfully and is properly commercialised. This involves developing a strategy for marketing, promotion, branding, and selling the products to the target market. The R&DC shall provide the necessary support to the marketing team, including product information, training, and technical support.

7.6 Compliance and Ethical Considerations

PDMC shall work with experts to comply with all relevant laws and regulations related to product development, monitoring, and commercialisation. It shall ensure that all research activities carried out at the University of Jammu are ethical and adhere to the guidelines set by the regulatory bodies. It shall also ensure that the research products developed have no negative impact on society or the environment.

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7.6.1 Review

PDMC shall periodically review its product development, monitoring, and commercialisation processes to ensure their continued effectiveness. It shall identify areas for improvement and implement the necessary changes to improve the process.

7.6.2 Training and Awareness

PDMC will conduct regular training sessions and awareness campaigns to ensure that all stakeholders involved in the product development, monitoring, and commercialisation process are informed and up-to-date.

7.7 Course of future action

- **Identification:** Novel ideas for research from all the departments of the University of Jammu and later from its campuses and affiliated colleges will be invited through circulars.
- **Constitution of Expert Committees:** Forming committees of experts from the relevant fields for screening the ideas and proposals for the necessary funding and resources required for ensuring outcome-based research.
- **Progress Evaluation:** Review, revision, and continuous evaluation of the project from time to time. At this stage, collaboration and cooperation from industrialists, scientists, the community, governments, farmers, etc. shall be sought.
- **Marketability:** The prototype or final product, service, technique, technology, process, etc. shall be marketed after complying with necessary legal and procedural formalities.

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8. IPR, Legal and Ethical Matters (R&DC-V)

8.1 Introduction

Whereas it is expedient to protect and enforce intellectual property rights (IPR) in the University of Jammu, it is necessary to adopt an IPR policy that shall contribute to the promotion of technological innovation and the transfer and dissemination of technology, to the mutual advantage of University stakeholders and users of technological knowledge, in a manner conducive to the social and economic welfare of India, especially the University of Jammu, and to a balance of rights and obligations between the stakeholders and users. The University of Jammu hereby adopts and implements the University of Jammu Intellectual Property Rights Policy, subject to be reviewed from time to time.

The University of Jammu Stakeholders include the University of Jammu, as an institution; the Faculty of the University; research scientists from within the University or collaborators, visiting scientists, or guest faculty from other institutes or industries working in collaborative research; research scholars and officers working in the University; visiting research students from other institutes involved in collaborative and funded research; funding agencies; and industry partners.

8.1.1 Objectives

The IPR refers to a wide range of rights:

- Patents for inventions
- Copyrights for literary works (including a computer programme, artistic work, dramatic work, cinematic films, sound recordings, performer's rights, etc.)
- Trademarks, including service marks.
- Industrial Designs.
- Geographical Indications.
- Integrated Circuits.
- Plant Variety and Breeders Rights.
- Protection of biodiversity and traditional knowledge.

Signature

The IPR enables the inventors and owners of the IPR (stakeholders) to earn recognition and financial benefit from their original creations. An intellectual property rights policy is the cornerstone of a knowledge-based economy and innovation, and for stakeholders, the University of Jammu Intellectual Property Rights Policy intends to achieve the following objectives:

- To generate awareness about IPR amongst the stakeholders of the University and society.
- To facilitate innovation and creativity in the areas of technology and research in the branch of studies undertaken at the University of Jammu by nurturing new ideas and ethical research.
- To protect intellectual property (IP) rights generated by stakeholders at the University of Jammu by modelling their creativity and innovation into IP rights.
- To lay down an efficient, fair, and transparent administrative process for ownership control, assignment of IP rights, and sharing of revenues generated by IP, created and owned by the stakeholders.
- To develop R&D solutions for the development of new products and processes through contract and collaborative research.
- To promote more collaborations between academia and industry through better clarity on IP regulations and IP licensing.
- To develop the mechanism for IP licenses, assignments, and profit sharing.
- To create a mechanism for the commercial viability of IP rights. The purpose of IP commercialisation is also to augment the financial self-sustenance goals of the University of Jammu and its research activities.
- To develop a scheme for promotional and economic avenues for faculty and researchers.
- To establish an IPR cell for supporting all innovation, creativity, and other related activities for students, research scholars, faculty members, and other stakeholders acting as the nodal agency for the University of Jammu for IPR Policy.

8.2 Ownership of IP and allocation of IP rights

8.2.1 Types of Support for Research

Ownership rights over IP generated at the University of Jammu vary according to the source of the grant and the resources used for the research leading to the generation of the IP. Hence, it is important to understand the different contexts in which IP may be generated within the University of Jammu, for example:

- The research undertaken by stakeholders in the normal course of their appointment or engagement with the University of Jammu uses substantial support from the University, including the research facilities and infrastructure available at the University.
- The research has been undertaken by stakeholders in the normal course of their appointment or engagement with the University, using incidental support from the University.
- The research has been undertaken by stakeholders with substantial support from an external source, including funding agencies and industry partners.

8.2.2 Research with 'Substantial Support and Incidental Support from the University of Jammu'

- All patents and inventions acquired or developed by the stakeholders by utilising the substantial/ incidental resources of the University of Jammu shall vest with the stakeholders depending upon the sharing agreements developed by the IPR Cell from time-to-time.
- All active pharmaceutical ingredients (APIs) extracted and developed by the stakeholders shall vest with the stakeholders depending upon the sharing agreements developed by the IPR Cell from time-to-time.
- All microorganisms, bacteria, viruses, etc. developed by the stakeholders shall vest with the stakeholders depending upon the sharing agreements developed by the IPR Cell from time-to-time.

- The copyright in literary, dramatic, artistic, or musical works, cinematic work, and sound recordings by the stakeholders shall vest with the stakeholders depending upon the sharing agreements developed by the IPR Cell from time-to-time.
- Copyright in any institutional materials, including course syllabi, curricula, exam questions, exam instructions, papers or reports, any lecture videos, or Massive Open Online Courses (MOOCs) specifically commissioned by the University of Jammu, shall vest with the University of Jammu.
- The ownership rights over any other form of IP generated with substantial/ incidental support from the University, including but not limited to software, know-how, designs, plant varieties, and integrated circuits developed by the stakeholders, shall vest with the stakeholders depending upon the sharing agreements developed by the IPR Cell from time-to-time.
- The stakeholder shall have a non-exclusive, royalty-free, irrevocable, and worldwide license to use the work for any purpose, including sharing it through open-access repositories, subject to the terms and conditions laid down by the IPR Cell of the University of Jammu.

8.2.3 Research with 'Substantial Support from External Partners'

- With regard to research conducted with substantial support from external partners, ownership of IP shall be determined as per the terms and conditions of the agreement signed between the stakeholders and the external partner. However, the stakeholder shall grant the University of Jammu and the funding agency, as the case may be, a non-exclusive, royalty-free, irrevocable, and worldwide license to use the work for any purpose, including sharing it through open-access repositories, subject to the terms and conditions laid down by the IPR Cell of the University of Jammu.
- In the absence of a specific agreement between the stakeholders and the external partner who is providing substantial research support, the stakeholders and external partner shall resolve the issue of joint ownership of IP by sharing the benefits in proportion to their relative contributions. However, in the event of commercialisation of these

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research outputs, the revenue shall be shared with the stakeholders and external partners (as the case may be) as per the determination by the IPR Cell.

- The University of Jammu shall ensure, through a specific agreement with an external partner, that the copyright in any institutional materials, including course syllabi, curricula, papers or reports, any lecture videos, or Massive Open Online Courses (MOOCs) prepared under the specific instructions of the University shall vest with the University.

8.3 IP and consultancy assignments

The operation of all consultancy assignments shall be processed and administered centrally by the IPR Cell of the University of Jammu under the aegis of office of DRS. Any intellectual property arising from the consultancy project will be jointly owned by the University of Jammu and the consulting firm, depending upon the terms agreed upon by the parties.

8.4 IP rights sharing

The IP rights can be shared depending on the agreement between the various stakeholders based on licenses or assignments to be determined by the IPR Cell. Such licenses and assignments may include:

8.4.1 Exclusive Licensing and Assignments

The licensor or assignor licenses or assigns the IP solely to one licensee or assignee, all the rights concerning the IP applicable for specified terms and through the territory of India or abroad.

8.4.2 Non-Exclusive Licensing/Assignments

The licensor or assignor is permitted to enter into agreements with more than one entity for the use and exploitation of the IP on different terms and conditions dealing with different activities.

Signature

8.4.3 Sub-Licensing/Assignments

This is applicable when a licensee or assignee wishes to further license or assign the IP to another party(s). Permissions pertaining to sub-licensing or assignment need to be explicitly clarified in the agreement between the stakeholders and the licensee(s) or assignee(s).

8.5 Entrepreneurship, Start-ups, and IPRs

To promote and encourage entrepreneurial activities by stakeholders, ownership of the IP rights within the ambit of the IPR policy may be assigned to startups for better marketability and commercial exploitation.

8.6 Confidentiality, Data protection and Privacy

All users of information, documents, and/or data within the University of Jammu must ensure that the same is always held securely and that all activities pertaining to such information, documents, and/or data will be kept confidential by the user(s) and will be used only for the purpose of such activities. The University of Jammu shall strive to protect the data and personal information against unauthorised access, loss, destruction, or breach. The IPR Cell shall formulate proper non-disclosure agreements with the user(s) in place to secure such confidential information, documents, and/or data.

Notwithstanding the above, any information that falls within one of the following shall not be treated as confidential information:

- already in the public domain;
- is required by law or regulation to be disclosed;
- is independently developed by the researcher, and
- is received from a third party having no obligations of confidentiality to the disclosing party.

8.7 IPR Cell

An IPR Cell of the University of Jammu shall be the interface between the stakeholders and the IP attorney to guide and help the faculty and students of the University of Jammu in developing and protecting the IPRs.

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8.7.1 Constitution of the IPR Cell

The IPR cell shall consist of the following:

- The Vice-Chancellor of the University of Jammu (Chairperson).
- Four (04) faculty members from the faculties of science, life sciences, medicine, and engineering (to be nominated by the Chairperson).
- Three (03) faculty members from the faculties of social sciences, arts and humanities, and law (to be nominated by the Chairperson).
- Three (03) experts from the fields of IPR and industry (to be nominated by the Chairperson).
- The Patent Officer.
- The Registrar or his nominee shall act as a member-secretary.
- The convener of the IPR cell shall be one of the senior-most faculty members (to be nominated by the Chairperson).

8.7.2 Role and Responsibilities of the IPR Cell

- To create awareness about IP rights among the stakeholders.
- To develop the scientific environment for conducive ethical research and innovation at the University of Jammu.
- To oversee the implementation of all recommendations and decisions pertaining to IP management at the University.
- To guide the University of Jammu with regard to entering into agreements relating to IPRs.
- To suggest changes in the IPR Policy or new policies as and when deemed necessary in tune with national and international law, policies, and treaties.
- To facilitate patent filing, copyrights, and other IPR registrations with proper agencies in India and abroad.
- To support the stakeholders in negotiating technology transfers.
- To develop the scheme for benefit sharing of the IPRs with the stakeholders and shall negotiate benefit-sharing agreements with the third parties.

- 
- To determine the terms of licenses and assignments and can assign all the rights to the startups of the University of Jammu for marketability and commercial exploitation.
 - To enter into partnerships with the third party through MoUs, agreements, or any other arrangements for the conduct of research and innovation and the development of IPRs.
 - To have its own funds allocated by the University of Jammu out of its resources for the proper implementation of the IPR Policy.
 - To allocate funds from the IPR Cell Fund for the creation of IP rights by stakeholders.
 - To help in creating awareness about different open initiatives like open access, open data, and open source software and help the stakeholders comply with the open access mandates of the government, funding agencies, and the University of Jammu.
 - To keep proper records of all IP applications from the University of Jammu.
 - While replying to applications under the Right to Information Act 2005 ("RTI Act"), IPR Cell may ensure that the novelty of the innovations (for the purpose of patent protection) shall not be defeated.
 - In cases of allegations of infringements of IPRs by any researcher of the University of Jammu or any third party, the University of Jammu may refer the matter to the IPR Cell and seek its opinion on the appropriate course of action.
 - In cases wherein any third party infringes upon the IPRs of the University of Jammu, the University shall seek the opinion of the IPR Cell on the appropriate action to be taken, and the IPR Cell may make recommendations to the Vice Chancellor for any legal course of action.
 - To have all other ancillary powers in consonance with the objectives of the IPR Policy for effective implementation and management of IPRs at the University of Jammu.

8.7.3 Settlement of Disputes

The IPR Cell shall determine the disputes emerging out of the IPR Policy and IPR issues concerning the parties to the disputes through negotiation and mediation. The IPR disputes shall be governed by the IPR laws of India and the laws applicable in Jammu and Kashmir for the time being in force. All commercialisation agreements shall mention that the University of

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Jammu is protected and indemnified from all liability arising from the development and commercialisation of the IP.

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DEFINITIONS

For purposes of this policy, unless otherwise stated, the following definitions shall apply:

- “Academic Council” means the Academic Council of the University.
- “Affiliated college” means an institution imparting instruction up to the Bachelor’s degree excluding integrated Honours, Post-graduate and professional degree courses recognised by the University concerned in accordance with the provisions of the Act and the Statutes.
- “College” means an institution maintained or admitted to its privileges by the University concerned and includes a constituent college.
- “Constituent college” means an institution recognised as such by the Syndicate of the University concerned in accordance with the provisions of the Act and the Statutes.
- “Faculties”, “Boards of Studies”, “Board of Inspection” and “Boards of Research Studies” mean the “Faculties”, “Boards of Studies”, “Board of Inspection” and “Boards of Research Studies” of a University.
- “Head of the Department” means the head of a University Teaching Department who has the status of a Professor or an Associate Professor in the University and where any University has no teaching department in a subject, the senior most Professor in that subject in an affiliated or a constituent college.
- “Principal” means the head of a college.
- “Statutes” and “Regulations” mean respectively the Statutes and Regulations of a University made or continued under this Act.
- “Syndicate” means the Syndicate of a University.
- “Teacher” means a person giving instructions on behalf of a University, in the teaching department of a University, constituent or affiliated college, and includes a Principal, Professor, Associate Professor, Assistant Professor, Director of Physical Education, Director of the Bureau of Educational and Vocational Guidance and a teacher of Teachers’ Training College, and such member of staff of a University Library as the Syndicate of a University may declare to be a teacher.
- “University” means the University of Jammu, as the case may be;
- “University Council” means the University Council of a University.



ANNEXURES

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ANNEXURE- I

PROJECT PROPOSAL SUBMISSION FORM

1. Name of PI and Co-PI (if any):
2. Department & Faculty:
3. Name of the Funding Agency:
4. Title of the Project:
5. Tenure of the Project:
6. Projected Budget Estimate:
 - A. Non-Recurring
 - a. Equipment
 - b. Other Assets
 - c. Total Non-Recurring Grant
 - B. Recurring Grant
 - a. Manpower and salaries
 - b. Consumables
 - c. Contingency
 - d. Any other expense (please specify)
- Total Recurring Grant
- C. Overhead
- D. Total grant requested

Signatures of PI and Co-PI

Recommendation of Head, Director, or Rector:

PH



Approved or Not Approved

Dean Research Studies

Note:

1. The faculty who has attained the age of 60 years (two years before the date of retirement) cannot submit a project proposal as PI; however, if he or she wishes to execute a project, he or she may submit the proposal as Co-PI, and the PI will be a regular faculty member of the University who is below 60 years of age. During the continuation of the project, when a PI attains the age of 62, all the documents, bills, utilisation certificates, etc. pertaining to his or her project should be signed by both the PI and the co-PI (permanent teacher of the department). The Co-PI will be responsible for all the assets, pending advances, and subsequent transactions under the project.
2. The PI should stop signing all the financial documents at least six months before the due date of his or her superannuation in order to facilitate the issuance of no-dues certificates to him or her.
3. No project proposal should be forwarded by the University to the funding agency if two or more tenure-expired projects are pending closure by the concerned PI.

Signature

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ANNEXURE- II

PROJECT INITIATION FORM

(Enclose 2 copies of the project proposals with this form)

1. Name of the Principal Investigator:
2. Designation:
3. Date of Birth:
4. Department, Centre, or Institute:
5. Name of the Co-Investigator:
6. Designation:
7. Date of Birth:
8. Department, Centre, or Institute:
9. Proposal approved by the University on:
10. Title of the Project:
11. Duration of the project:
 - From:
 - To:
12. Funding Agency:
13. Details of Funding Sanctioned:
 - A. Non-Recurring Grant
 - a. Equipment
 - b. Other Assets
 - c. Total Non-Recurring Grant
 - B. Recurring Grant
 - a. Manpower and salaries
 - b. Consumables
 - c. Contingency
 - Total Recurring Grant
 - C. Overhead
 - D. Total Grant Sanctioned

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15. Requirements from the University:

- a. Space
- b. Funding

We certify that no civil or electrical modifications shall be carried out without the permission of the University Engineering Department and DPC. We will follow the norms for the operation of projects framed from time to time by the Research Advisory Committee.

Signature of the Principal Investigator:

Date:

Signature of the Co-Investigator:

Date:

ANNEXURE- III

PROJECT CLOSURE FORM
(Submit 5 copies)

Closure of the Terminated / Completed Project entitled:

The above noted project has terminated / completed on:

Details of the project:

- 1. Name of the Principal Investigator:**
- 2. Designation:**
- 3. Department/ Centre/ Institute:**
- 4. Name of the Co-Investigator:**
- 5. Designation:**
- 6. Department/ Centre/ Institute:**
- 7. Title of the Project:**
- 8. Duration of the Project**
 - Date of Commencement:
 - Date of Completion:
- 9. Funding Agency:**
- 10. Total funds received excluding overhead charges:**
- 11. Total overhead charges received**
- 12. Whether the final accounts of the completed projects for all the years have been submitted. If not, reasons thereof.**
- 13. Amount of the unspent balance:**
- 14. Whether the unspent balance is to be returned to the sponsoring body:**
- 15. Whether the certificate of no liability against the project to enable the University to refund the unspent balance. If any, to these sponsoring body is enclosed or not. If not, reasons thereof.**

MA

16. Whether the final Technical Report of the project for onward transmission to the sponsoring body, is enclosed or not, reasons thereof.

17. List of non-consumable articles:

S. No.	Item/s	Date of Purchase	Cost at the time of Purchase	Present Condition	Whether transferred to the Department (Details thereof)

18. Whether all the advances have been rendered and reconciled with the Finance office, if not, reason thereof.

Signature of the Principal Investigator:

Date:

Signature of the Co-Investigator:

Date:

Head of the Department / Director of Centre / Institute:

Signature:

Seal

Date:

General Financial Rules 2017 as amended from time-to-time should be strictly followed for procurement.



॥ आयुष मंत्रालय, भारत सरकार ॥

भारतीय चिकित्सा पद्धति राष्ट्रीय आयोग

आयुष मंत्रालय, भारत सरकार

कार्यालय: 61-65, संस्थानिक क्षेत्र, जनकपुरी, डी ब्लॉक नई दिल्ली - 110058

National Commission for Indian System of Medicine

Ministry of Ayush, Govt. of India

Office: 61-65, Institutional Area, Janakpuri, D-Block New Delhi-110058

ANNEXURE - D
दूरभाष / Phone

समापति / Chairman: 28525156

सचिव / Secretary: 28525847

कार्यालय / Office: 28525464

पंजीयन / Registration: 28522519

फैक्स / Fax: 28520878

www.ncismindia.org

secretary@ncismindia.org

क्रमांक/ Ref. No.BOA/2-B/UG/2023

दिनांक/Dated: 18.07.2023

To,

1. Registrars of all Universities having faculty of ASU.
2. Principal/Dean/Directors of all ASU Colleges/Institute

Sir,

Subject: - Number of Attempts in University Examinations and duration of the course for students admitted under 2016 regulation - reg.

With reference to the subject mentioned above and, I am directed to inform you that Board of Ayurveda and Board of Unani, Siddha and Sowa-Rigpa are in receipt of various emails and representations from the BAMS and BUMS students belonging to various Ayurveda and Unani colleges regarding attempts in University examinations. In this matter please refer the following regulations:-

1. Clause 11 (I) of National Commission for Indian System of Medicine (Minimum Standards of Undergraduate Ayurveda Education) Regulations-2022 is as under:-

"Not withstanding anything contained in these regulations,-

(i) Clause 11(e) respectively shall be applicable to the student who admitted under Indian Medicine Central Council (Minimum Standards of Education in Indian Medicine) Regulations, 1986, except electives and as per section 3 of SCHEDULE I (as amended vide notification no. 24-14/2016 (U.G. Regulation) Regulations, 2016) with 4 professionals.

(ii) Student who got admitted under Indian Medicine Central Council (Minimum Standards of Education in Indian Medicine) Regulations, 1986, the maximum number of chances and maximum period of years to pass respective professional examination as laid down under the clauses 6(1)(c), 2(e), 3(c), 4(d), and 4(e) of SCHEDULE I (as amended vide notification no. 24-14/2016 (U.G. Regulation) Regulations, 2016) shall not be applicable."

2. Clause 10 (I) of National Commission for Indian System of Medicine (Minimum Standards of Undergraduate Unani Education) Regulations-2022 is as under:-

"Not withstanding anything contained in these regulations,-

(i) clause 10(e) shall be applicable to the student who got admitted under Indian Medicine Central Council (Minimum Standards of Education in Indian Medicine) Regulations, 1986, except electives and as per section 4 of SCHEDULE III (as amended vide notification no. 11-76/2016-Unani (U.G. Regl.) Regulations, 2016) with 4 professionals.

(ii) student who got admitted under Indian Medicine Central Council (Minimum Standards of Education in Indian Medicine) Regulations, 1986, the maximum number of chances and maximum period of years to pass respective professional examination as laid down under the clauses 7(1)(c), 2(c), 3(c), 4(c) and 4(d) of SCHEDULE III (as amended vide notification no. 11-76/2016-Unani (U.G. Regl.) Regulations, 2016) shall not be applicable to him


3. Clause 10 (I) of National Commission for Indian System of Medicine (Minimum Standards of Undergraduate Siddha Education) Regulations-2022 is as under:-

"Notwithstanding anything contained in these regulations,-

(i) clause 10(e) shall be applicable to the student who got admitted under Indian Medicine Central Council (Minimum Standards of Education in Indian Medicine) Regulations, 1986, except electives and as per section 3 of SCHEDULE II [as amended vide notification no. 18-12/2016 Siddha (Syllabus UG) Regulations, 2016] with 4 professionals.

(ii) student who got admitted under Indian Medicine Central Council (Minimum Standards of Education in Indian Medicine) Regulations, 1986, the maximum number of chances and maximum period of years to pass respective professional examination as laid down under the clauses 6(1)(c), 2(c), 3(c), 4(c) and 4(d) of SCHEDULE II [as amended vide notification no. 18-12/2016 Siddha (Syllabus UG) Regulations, 2016] shall not be applicable to him.

Therefore, by considering the above, it is directed to follow the concerned regulations and allow the students for the examinations as per the norms mentioned in the above regulations.


Prof. Dr. Narayan S. Jadhav
Secretary I/c, Member, BOER
(NCISM)

Copy to:-

1. Chairperson, National Commission for Indian System of Medicine, New Delhi-110058.
2. Secretary to the Govt. of India, Ministry of AYUSH, Ayush Bhawan, B-Block GPO Complex, INA, New Delhi 110023
3. The Education Policy Section (IM-1), Ministry of Ayush, Government of India, Ayush Bhawan, B-Block, GPO Complex, INA, New Delhi-110023, Email: ID ep1section-ayush@gov.in
4. Presidents of All Boards, NCISM
5. Guard file

Prof. Dr. Narayan S. Jadhav
Secretary I/c, Member, BOER
(NCISM)

Annexure - III

दूरभाष/Phone : 25367033, 25367035, 25367036
फैक्स/Fax : 0091-11-25367024
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पॉकेट-14, सेक्टर-8, द्वारका,
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Pocket- 14, Sector- 8, Dwarka,
Phase - 1, New Delhi-77

राष्ट्रीय आयुर्विज्ञान आयोग
National Medical Commission
(Undergraduate Medical Education Board)

No. U.14021/8/2023-UGMEB

Dated, the 01st August, 2023

**Subject: - Competency Based Medical Education Curriculum (CBME)
Guidelines- National Medical Commission.**

Under Graduate Medical Education Board invited comments on draft Competency Based Medical Education Guidelines vide Public Notice of even no. dated 23/06/2023.

2. After consideration of comments received, in exercise of powers conferred by the National Medical Commission Act, 2019 and particularly by sections 10, 24, 25, and 57 of the said Act, Under Graduate Medical Education Board publishes the Competency Based Medical Education Guidelines.

3. Guidelines shall be effective from the date of its publication i.e., 01/08/2023.


01/08/2023
(Shambhu Sharan Kumar)
Director, UGMEB

c. Skills

At the end of the course the student shall be able to:

- Conduct experiments designed for study of physiological phenomenon.
- Interpret experimental /investigative data.
- Distinguish between normal and abnormal data derived as a result of clinical examination and tests, which he has performed and observed in the laboratory.
- Recognize and get familiar with newer computerized and advanced instruments like medspiror, semen quality analyzer, EMG and TMT

d. Integration: The teaching should be aligned and integrated horizontally and vertically in organ systems in order to provide a context in which normal function can be correlated both with structure and with the biological basis, its clinical features, diagnosis and therapy.

3. BIOCHEMISTRY

a. Competencies:

The learner must demonstrate an understanding of:

- Biochemical and molecular processes involved in health and disease,
- Importance of nutrition in health and disease,
- Biochemical basis and rationale of clinical laboratory tests, and demonstrate ability to interpret these in the clinical context.

b. Broad subject specific objectives:

Knowledge:

At the end of the course, the student shall be able to

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- Enlist and describe the cell organelles with their molecular and functional organization.
- Delineate structure, function and interrelationships of various biomolecules and consequences of deviation from the normal.
- Understand basic enzymology and emphasize on its clinical applications wherein regulation of enzymatic activity is disturbed.
- Describe digestion and assimilation of nutrients and consequences of malnutrition.
- Describe and integrate metabolic pathways of various biomolecules with their regulatory mechanisms.
- Explain the biochemical basis of inherited disorders with their associated sequelae.
- Describe mechanisms involved in maintenance of water, electrolyte and acid base balance and consequences of their imbalances.
- Outline the molecular mechanisms of gene expression and regulation, basic principles of biotechnology and their applications in medicine.

c. Skills

At the end of the course, the student shall be able to:

- Make use of conventional techniques / instruments to perform biochemical analysis relevant to clinical screening and diagnosis;
- Analyse and interpret investigative data;
- Demonstrate the skills of solving scientific and clinical problems and decision making.

d. Integration:

The teaching/learning programme should be integrated horizontally and vertically, as much as possible, to enable learners to make clinical correlations and to acquire an understanding of the cellular and molecular basis of health and disease.

2nd Professional Year:

4. PATHOLOGY

a. Competencies:

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The undergraduate must demonstrate:

- Comprehension of the causes, evolution and mechanisms of diseases,
- Knowledge of alterations in gross and cellular morphology of organs in disease states,
- Ability to correlate the natural history, structural and functional changes with the clinical manifestations of diseases, their diagnosis and therapy,

b. Broad subject specific objectives

Knowledge:

At the end of one and half years, the student shall be able to:-

- Describe the structure and ultra structure of a sick cell, causes and mechanisms of cell injury, cell death and repair.
- Correlate structural and functional alterations in the sick cell.
- Explain the path physiological processes, which govern the maintenance of homeostasis, mechanisms of their disturbance and the morphological and clinical manifestation associated with it.
- Describe the mechanisms and patterns of tissue response to injury so as to appreciate the path physiology of disease processes and their application to clinical science.
- Correlate the gross and microscopic alterations of different organ systems in common disease to the extent needed for understanding disease processes and their clinical significance.
- Develop an understanding of steps in neoplastic changes in the body and their effects in order to appreciate need for early diagnosis and further management of neoplasia.
- Understand mechanisms of common hematological disorders and develop a logical approach in their diagnosis and management.
- Develop understanding of the blood banking, blood donors & transfusion of blood & blood products, (components).
- Understand pathophysiology of infectious diseases in relation with tissue changes.

- Describe the various immunological reactions in understanding the disease process & tissue transplant.
- Develop an understanding for genetic disorders.
- Understand the vital organ function test of Kidney, liver & thyroid.

c. Skills

At the end of one and half years, the student shall be able to:

- Describe the rationale and principles of routine technical procedures of the diagnostic laboratory tests & perform it.
- Interpret routine diagnostic laboratory tests and correlate with clinical, hematological and morphological changes.
- Perform the simple bed-side tests on blood, urine and other biological fluid samples.
- Draw a rational scheme of investigations aimed at diagnosing and managing the cases of common disorders.
- Able to understand the microscopic and macroscopic features of common diseases.
- Develop different type of skills such as observation skills, communication skill and presentation skill.
- Understand biochemical/physiological disturbances that occur as a result of disease in collaboration with all concerned departments.

- d. **Integration:** The teaching should be aligned and integrated horizontally and vertically in organ systems recognizing deviations from normal structure and function and clinically correlated so as to provide an overall understanding of the etiology, mechanisms, laboratory diagnosis, and management of diseases.

5. MICROBIOLOGY

a. Competencies:

The undergraduate learner demonstrates:

- Understanding of role of microbial agents in health and disease,
- Understanding of the immunological mechanisms in health and disease,
- Ability to correlate the natural history, mechanisms and clinical manifestations of infectious diseases as they relate to the properties of microbial agents,
- Knowledge of the principles and application of infection control measures,
- An understanding of the basis of choice of laboratory diagnostic tests and their interpretation, antimicrobial therapy, control and prevention of infectious diseases.
- Knowledge of outbreak investigation and its control.

b. Broad subject specific objectives

At the end of the course the student will be able to :

- Explain how the different microorganisms can cause human infection.
- Understand commercial, opportunistic and pathogenic organisms and describe host parasite relationship.
- Describe the characteristics (morphology, cultural characteristics, resistance, virulence factors, incubation period, mode of transmission etc.) of different microorganisms.
- Explain the various defense mechanisms of the host against the microorganisms which can cause human infection.
- Describe the laboratory diagnosis of microorganisms causing human infections and disease.
- Describe the prophylaxis for the particular infecting microorganisms

c. Skills

At the end of the course the student shall be able to

- Plan the laboratory investigations for the diagnosis of infectious diseases.
- Perform laboratory procedures to arrive at the etiological diagnosis of infectious diseases caused by bacteria, fungi, viruses and parasites including the drug sensitivity profile.
- Perform and interpret immunological and serological tests.
- Operate routine and sophisticated instruments in the laboratory.
- Develop microteaching skills and Pedagogy
- Successfully implement the chosen research methodology

d. Integration: The teaching should be aligned and integrated horizontally and vertically in organ systems with emphasis on host-microbe-environment interactions and their alterations in disease and clinical correlations so as to provide an overall understanding of the etiological agents, their laboratory diagnosis and prevention.

6.

PHARMACOLOGY

a. Competencies: The undergraduate must demonstrate:

- Knowledge about essential and commonly used drugs and an understanding of the pharmacologic basis of therapeutics,
- Ability to select and prescribe medicines based on clinical condition and the pharmacologic properties; efficacy, safety, suitability and cost of medicines for common clinical conditions of national importance,
- Knowledge of pharmacovigilance, essential medicine concept and sources of drug information and industry-doctor relationship,
- Ability to counsel patients regarding appropriate use of prescribed drug and drug delivery systems.

b. Broad subject specific objectives

(A) Knowledge:

At the end of the course, the student shall be able to

- Describe the Pharmacokinetics and Pharmacodynamics of essential and commonly used drugs.
- Enlist the indications, contraindications, interactions and adverse reactions of commonly used drugs.
- Tailor the use of appropriate drugs in disease with consideration of its cost, efficacy and safety for-
 - a. Individual needs and
 - b. Mass therapy, under National Health Programs.
- Integrate the list of drugs of addiction and recommend the management of drug addiction.
- Explain pharmacological basis of prescribing drugs in special medical situations such as pregnancy, lactation, infancy, old age, renal damage, hepatic damage and immuno-compromised patients.
- Explain the concept of rational drug therapy in clinical pharmacology.
- State the principles underlying the concept of 'Essential Drugs'.
- Evaluate the ethics and modalities involved in the development and introduction of new drugs.

c. Skills

At the end of the course, the student shall be able to

- Prescribe drugs for common ailments.
- Identify adverse reactions and drug interactions of commonly used drugs.
- Interpret the data obtained from the experiments designed for the study of effect of drugs in various experimental and clinical studies.
- Analyze the information regarding common pharmaceutical preparations and critically evaluate drug formulations.
- Appraise the Principles of Clinical Pharmacy and Dispense the Medications giving proper instructions.

- d. **Integration:** Practical knowledge of use of drugs in Clinical Practice will be acquired through Integrated Teaching vertically with phase 1 subjects and horizontally with other phase 2 subjects.

3rd Professional year

7. FORENSIC MEDICINE AND TOXICOLOGY

a. Competencies: The learner must demonstrate:

- Understanding of medico-legal responsibilities of physicians in primary and secondary care settings,
- Understanding of the rational approach to the investigation of crime, based on scientific and legal principles,
- Ability to manage medical and legal issues in cases of poisoning /overdose,
- Understanding the medico-legal framework of medical practice and medical negligence,
- Understanding of codes of conduct and medical ethics,
- Understanding concept of deceased donor, brain death, and Human Organ Transplantation Act.

b. Broad subject specific objectives:

Knowledge: At the end of the course, the student shall be able to

- Identify the basic Medico-legal aspects of hospital and general practice.
- Define the Medico-legal responsibilities of a general physician while rendering community service either in a rural primary health centre or an urban health centre.

- Appreciate the physician's responsibilities in criminal matters and respect for the codes of Medical ethics.
- Diagnose, manage and identify legal aspect of common acute and chronic poisonings.
- Describe the Medico-legal aspects and findings of post-mortem examination in cases of death due to common unnatural conditions and poisonings.
- Detect occupational and environmental poisoning, prevention and epidemiology of common poisoning and their legal aspects particularly pertaining to Workmen's Compensation Act.
- Describe the general principles of analytical toxicology.

c. Skills

At the end of the course, the student shall be able to

- Make observations and draw logical inferences in order to initiate enquiries in criminal matters and Medico-legal problems and be able to -
- Carry on proper Medico-legal examination and documentation/Reporting of Injury and Age.
- Conduct examination for sexual offences and intoxication.
- Preserve relevant ancillary materials for medico-legal examination.
- Identify important post-mortem findings in common unnatural deaths.
- Diagnose and treat common emergencies in poisoning and chronic toxicity.
- Make observations and interpret findings at post-mortem examination.
- Observe the principles of medical ethics in the practice of his profession.

d. Integration:

The teaching should be aligned and integrated horizontally and vertically recognizing the importance of medico-legal, ethical and toxicological issues as they relate to the practice of medicine.

8. COMMUNITY MEDICINE

- a. Competencies: The undergraduate must demonstrate:

- Understanding of the concept of health and disease,
- Understanding of demography, population dynamics and disease burden in National and global context,
- Comprehension of principles of health economics and hospital management,
- Understanding of interventions to promote health and prevent diseases as envisioned in National and State Health Programmes.
- Understanding of physical, social, psychological, economic and environmental determinants of health and disease,
- Ability to recognize and manage common health problems including physical, emotional and social aspects at individual family and community level in the context of National Health Programmes,
- Ability to Implement and monitor National Health Programmes in the primary care setting,
- General knowledge about Organ and Tissue donation,
- Knowledge of maternal and child wellness as they apply to national health care priorities and programmes,
- Ability to recognize, investigate, report, plan and manage community health problems including malnutrition and emergencies.

b. Broad subject specific objectives:

Knowledge: At the end of the course the student shall be able

- Explain the principles of sociology including demographic population dynamics.
- Identify social factors related to health, disease and disability in the context of urban and rural societies.
- Appreciate the impact of urbanization on health and disease.
- Observe and interpret the dynamic of community behaviors.

- Describe the elements of normal psychology and social psychology.
- Observe the principles of practice of medicine in hospital and community settings.
- Describe the health care delivery systems including rehabilitation of the disabled in the country.
- Describe the National Health Programmes with particular emphasis on maternal and child health programmes, family welfare planning and population control.
- Describe the epidemiological methods and techniques.
- Outline the demographic pattern of the country and appreciate the roles of the individuals, family, community and socio-cultural milieu in health and disease.
- Describe the health information systems.
- Acquire, understand, integrate, apply and manage information in context to health care problems and health care delivery system in various communities, health care settings and hospitals.
- Describe the principles and components of primary health care, National Rural Health Mission and the national health policies to achieve the goal of "Health for all" with regards to identify the environmental, bio-waste and occupational hazards and their control.
- Describe the importance of water and sanitation in human health.
- Describe the principles of health economics, health administration, health education in relation to community.
- Critically analyze the problem (s) and apply his/her knowledge to solve the problem in holistic manner.
- Describe and apply principles of prevention, promotion and maintenance of health.

c. Skills: At the end of the course, the student shall be able to –

- Use the principles and practice of medicine in hospital and community settings and familiarization with elementary practices.
- Use the Art of communication with patients including history taking and medico social work.

- Use epidemiology as a scientific tool to make rational decisions relevant to community and individual patient intervention.
- Organize health care services for vulnerable and disadvantaged groups.
- Organize health care services in case of calamities.
- Collect, analyze, interpret and present simple community and hospital base data.
- Diagnose and manage common health problems (including communicable and non-communicable diseases) and emergencies at the individual, family and community levels keeping in mind the existing health care resources and in the context of the prevailing socio-culture beliefs.
- Diagnose and manage common nutritional problems at the individual and community level.
- Plan, implement and evaluate a health education Programme with skill to use simple audio-visual aids.
- Interact with other members of the health care team and participate in the organization of health care services, health advocacy and implementation of national health programmes.
- Perform Administrative functions at health centers
- Observe the principles of medical ethics in the practice of his profession.

d. Integration:

Department shall adopt an integrated approach towards other clinical disciplines, public health services, NGOs, environmental sciences, social sciences, management, hospital administration, research, etc. to impart training to enable the graduate to work at all levels of health care. The teaching should be aligned and integrated horizontally and vertically in order to allow the learner to understand the impact of environment, society and national health priorities as they relate to the promotion of health and prevention and cure of disease.

9. OTO-RHINOLARYNGOLOGY (ENT)

a. **Competencies:** The learner must demonstrate:

- Knowledge of the common Otorhinolaryngological (ENT) emergencies and problems,
- Ability to recognize, diagnose and manage common ENT emergencies and problems in primary care setting,
- Ability to perform simple ENT procedures as applicable in a primary care setting,
- Ability to recognize hearing impairment and refer to the appropriate hearing impairment rehabilitation programme.

b. **Broad subject specific objectives:**

- **Knowledge:** At the end of the course, the student shall be able to :
- Describe the basic pathophysiology of common Ear, Nose & Throat (ENT) diseases & emergencies.
- Adopt the rational use of commonly used drugs keeping in mind their adverse reactions.
- Suggest common investigative procedures & their interpretation.

c. **Skills:** At the end of the course the student shall be able to

- Examination & Diagnose common ENT problems including pre-malignant & Malignant disorders of the Head & Neck.
- Manage ENT problems at first level of care & be able to refer whenever necessary.
- Assist / carry out minor ENT procedures like ear syringing, ear dressing, nasal packing.
- Assist in certain procedures such as tracheotomy, endoscopy & removal of foreign bodies.

d. **Integration:**

The teaching should be aligned and integrated horizontally and vertically in

order to allow the learner to understand the structural basis of ENT problems, their management and correlation with function, rehabilitation and quality of life. The undergraduate training ENT will provide an integrated approach towards other disciplines especially, neurosciences, ophthalmology & general surgery.

10. OPHTHALMOLOGY

a. **Competencies:** The student must demonstrate:

- Knowledge of common eye problems in the community
- Recognize, diagnose and manage common eye problems and identify indications for referral,
- Ability to recognize visual impairment and blindness in the community and implement national programmes as applicable in the primary care setting.

b. **Broad subject specific objectives**

Knowledge: At the end of the course, student shall have the knowledge of

- Common problems affecting the eye.
- Principles of management of major ophthalmic emergencies.
- Main systemic disease affecting the eye.
- Effects of local and systemic diseases on patient's vision and the necessary action required minimizing the sequelae of such diseases.
- Adverse drug reaction with special reference to ophthalmic manifestations.
- Magnitude of blindness in India and its main causes.
- National programme for control of blindness and its implementation at various levels.
- Eye care education for prevention of eye problems.
- Role of primary health center in organization of eye camps.

- Organization of primary health care and the functioning of the ophthalmic assistant.
- Integration of the national programme for control of blindness with the other national health programmes.
- Eye bank organization.

c. Skills

- Elicit a history pertinent to general health and ocular status.
- Assist in diagnostic procedures such as visual acuity testing, examination of eye, Schiotz tonometry, Staining of Corneal pathology, confrontation, perimetry, Subjective refraction including correction of Presbyopia and aphakia, direct ophthalmoscopy and conjunctival smear examination and Cover test.
- Diagnose and treat common problems affecting the eye.
- Interpret ophthalmic signs in relation to common systemic disorders.
- Assist/observe therapeutic procedures such as Subconjunctival injection, corneal conjunctival foreign body removal, carbolic cautery for corneal ulcers, Nasolacrimal duct syringing and tarsorrhaphy
- Provide first aid in major ophthalmic emergencies.
- Assist to organize community surveys for visual check-up.
- Assist to organize primary eye care service through primary health centers.
- Use effective means of communication with the public and individual to motivate for surgery in cataract and for eye donation.
- Establish rapport with his seniors, colleagues and paramedical workers, so as to effectively function as a member of the eye care team.

d. Integration:

The teaching should be aligned and integrated horizontally and vertically in order to allow the student to understand the structural basis of ophthalmologic problems, their management and correlation with function,

rehabilitation and quality of life.

3rd PROFESSIONAL YEAR PART - II

Medicine Allied Subjects:

11. GENERAL MEDICINE

a. **Competencies:** The student must demonstrate ability to do the following in relation to common medical problems of the adult in the community:

- Demonstrate understanding of the pathophysiologic basis, epidemiological profile, signs and symptoms of disease and their investigation and management,
- Competently interview and examine an adult patient and make a clinical diagnosis,
- Appropriately order and interpret laboratory tests,
- Initiate appropriate cost-effective treatment based on an understanding of the rational drug prescriptions, medical interventions required and preventive measures,
- Follow up of patients with medical problems and refer whenever required,
- Communicate effectively, educate and counsel the patient and family,
- Manage common medical emergencies and refer when required,
- Independently perform common medical procedures safely and understand patient safety issues.

b. **Broad subject specific objectives:**

Knowledge: At the end of the course, the student shall be able to:

- Diagnose common clinical disorders with special reference to infectious diseases,

nutritional disorders, tropical and environmental diseases;

- Outline various modes of management including drug therapeutics especially dosage, side effects, toxicity, interactions, indications and contra-indications;
- Propose diagnostic and investigative procedures and ability to interpret them;
- Provide first level management of acute emergencies promptly and efficiently and decide the timing and level of referral, if required;
- Recognize geriatric disorders and their management.

c. Skills

At the end of the course, the student shall be able to

- Develop clinical skills (history taking, clinical examination and other instruments of examination) to diagnose various common medical disorders and emergencies;
 - Refer a patient to secondary and/or tertiary level of health care after having instituted primary care;
 - Perform simple routine investigations like hemogram, stool, urine, sputum and biological fluid examinations;
 - Assist the common bedside investigative procedure like pleural tap, Lumbar puncture, bone marrow aspiration/biopsy and liver biopsy.
- d. Integration: The teaching should be aligned and integrated horizontally and vertically in order to provide sound biologic basis and incorporating the principles of general medicine into a holistic and comprehensive approach to the care of the patient. With other relevant academic inputs which provide scientific basis of clinical medicine e.g. anatomy, physiology, biochemistry, microbiology, pathology and pharmacology.

12. PEDIATRICS

a. Competencies: The student must demonstrate:

- Ability to assess and promote optimal growth, development and nutrition of children and adolescents and identify deviations from normal,
- Ability to recognize and provide emergency and routine ambulatory and First

Level Referral Unit care for neonates, infants, children and adolescents and refer as may be appropriate,

- Ability to perform procedures as indicated for children of all ages in the primary care setting,
- Ability to recognize children with special needs and refer appropriately,
- Ability to promote health and prevent diseases in children,
- Ability to participate in National Programmes related to child health and in conformation with the Integrated Management of Neonatal and Childhood Illnesses (IMNCI) Strategy,
- Ability to communicate appropriately and effectively.

b. Broad subject specific objectives:

Knowledge:-At the end of the course, the students shall be able to:-

- Describe the normal Growth and Development during fetal life, Neonatal period, Childhood and Adolescence and the deviations thereof.
- Describe the common Pediatric disorders and emergencies in terms of Epidemiology, Etiopathogenesis, Clinical manifestations, Diagnosis and also describe the rational therapy and rehabilitation services.
- Workout age related requirements of calories, nutrients, fluids, dosages of drugs etc. in health and disease.
- Describe preventive strategies for common infectious disorders, Malnutrition, Genetic and Metabolic disorders, Poisonings, Accidents and Child abuse.
- Outline national programs related to child health including Immunization programs.

c. Skills

At the end of the course, the students shall be able to:-

- Take detailed Pediatric and Neonatal history and conduct an appropriate physical examination of children and neonates, make clinical diagnosis, conduct common

bedside investigative procedures, interpret common laboratory investigations, plan and institute therapy.

- Take anthropometric measurements, resuscitate newborn, prepare oral rehydration solution, perform tuberculin test, administer vaccines available under current National programs, perform venesection, start intravenous fluids and provide nasogastric feeding.
- Conduct diagnostic procedures such as lumbar puncture, liver and kidney biopsy, bone marrow aspiration, pleural and ascitic tap.
- Distinguish between normal Newborn babies and those requiring special care and institute early care to all newborn babies including care of preterm and low birth weight babies, provide correct guidance and counseling about breastfeeding and Complementary feeding.
- Provide ambulatory care to all not so sick children, identify indications for specialized/ inpatient care and ensure timely referral to those who require hospitalization.

d. Integration:

The teaching should be aligned and integrated horizontally and vertically in order to provide comprehensive care for neonates, infants, children and adolescents based on a sound knowledge of growth, development, disease and their clinical, social, emotional, psychological correlates in the context of national health priorities.

13. DERMATOLOGY

a. Competencies:

The undergraduate student must demonstrate:

- Understanding of the principles of diagnosis of diseases of the skin, hair, nail and mucosa,
- Ability to recognize, diagnose, order appropriate investigations and treat common diseases of the skin including leprosy in the primary care setting and refer as

appropriate,

- A syndromic approach to the recognition, diagnosis, prevention, counseling, testing and management of common sexually transmitted diseases including HIV based on national health priorities,
- Ability to recognize and treat emergencies including drug reactions and refer as appropriate.

b. Broad subject specific objectives:

Knowledge:

At the end of the course of Dermatology the student shall be able to :

- Demonstrate sound knowledge of common diseases, their clinical manifestations, including emergent situations and of investigative procedures to confirm their diagnosis
- Demonstrate comprehensive knowledge of various modes of therapy used in treatment of cutaneous, sexually transmitted diseases and leprosy
- Describe the mode of action of commonly used drugs, their doses, side effects/toxicity, indications and contra-indications and interactions
- Describe commonly used modes of management including the medical and surgical procedures available for the treatment of various diseases and to offer a comprehensive plan of management for a given disorder

c. Skills:

The student shall be able to

- Interview the patient, elicit relevant and correct information and describe the history in a chronological order:
- Conduct clinical examination, elicit and interpret physical findings and diagnose common disorders and emergencies.
- Demonstrate simple, routine investigative and laboratory procedures required for making the bed-side diagnosis, especially the examination of scrapings for fungus,

preparation of slit smears and staining for AFB for leprosy patients and for STD cases and take a skin biopsy for diagnostic purposes.

- Manage common diseases and recognizing the need for referral for specialized care, in case of inappropriateness of therapeutic response.

d. Integration:

The teaching should be aligned and integrated horizontally and vertically in order to emphasize the biologic basis of diseases of the skin, sexually transmitted diseases and leprosy

14. PSYCHIATRY

a. Competencies: The student must demonstrate:

Ability to promote mental health and mental hygiene,

- Knowledge of etiology (bio-psycho-social-environmental interactions), clinical features, diagnosis and management of common psychiatric disorders across all ages,
- Ability to recognize and manage common psychological and psychiatric disorders in a primary care setting, institute preliminary treatment in disorders difficult to manage, and refer appropriately,
- Ability to recognize alcohol/ substance abuse disorders and refer them to appropriate centers,
- Ability to assess risk for suicide and refer appropriately,
- Ability to recognize temperamental difficulties and personality disorders,
- Assess mental disability and rehabilitate appropriately,
- Understanding of National and State programmes that address mental health and welfare of patients and community.

b. Broad subject specific objectives:

Knowledge:

At the end of the course the student shall be able to:

- Understand the comprehensive nature & development of different aspects of normal human behavior like learning, memory, motivation, personality & intelligence
- Recognize differences between normal & abnormal behavior
- Classify psychiatric disorders
- Recognize clinical manifestations of the following common syndromes & plan their appropriate management of organic psychosis, functional psychosis, schizophrenia, affective disorders, neurotic disorders, personality disorders, psycho-physiological disorders, drug & alcohol dependence, psychiatric disorders of childhood & adolescence
- Describe rational use of different mode of therapy in psychiatric disorders.

c. Skills:

The student shall be able to:

- Interview the patient & understand different methods of communications in patient-doctor relationship
- Elicit detailed psychiatric case history & conduct clinical examination for assessment of mental status
- Define, elicit & interpret psychopathological symptoms & signs
- Diagnose & manage common psychiatric disorders
- Identify & manage common psychological reactions & psychiatric disorders in medical & surgical patients in clinical practice & in community setting

d. Integration:

The teaching should be aligned and integrated horizontally and vertically in order to allow the student to understand bio-psycho-social-environmental interactions that lead to diseases/ disorders for preventive, promotive, curative, rehabilitative services and medico-legal implications in the care of patients both in family and

community.

16. GENERAL SURGERY

a. Competencies:

The student must demonstrate:

- Understanding of the structural and functional basis, principles of diagnosis and management of common surgical problems in adults and children
- Ability to choose, calculate and administer appropriately intravenous fluids, electrolytes, blood and blood products based on the clinical condition
- Ability to apply the principles of asepsis, sterilization, disinfection, rational use of prophylaxis, therapeutic utilities of antibiotics and universal precautions in surgical practice
- Knowledge of common malignancies in India and their prevention, early detection and therapy
- Ability to perform common diagnostic and surgical procedures at the primary care level
- Ability to recognize, resuscitate, stabilize and provide Basic & Advanced Life Support to patients following trauma
- General knowledge about organ retrieval from deceased donor and living donor
- Ability to administer informed consent and counsel patient prior to surgical procedures,
- Commitment to advancement of quality and patient safety in surgical practice.

b. Broad subject specific objectives.

Knowledge:

At the end of course, the student should be able to:

- Describe aetiology, pathophysiology, principles of diagnosis and management of common surgical problems including emergencies in adult and children.
- Define indications and methods for fluid and electrolytes replacement therapy including blood transfusion.
- Define asepsis, disinfection and sterilization and recommend judicious use of antibiotics.
- Describe common malignancies in the country and their management including prevention.
- Enumerate different types of anaesthetic agents, their indications, contraindications, mode of administration, and side effects.

c. Skills

At the end of the course, the student should be able to:

- Diagnose common surgical conditions both acute and chronic, in adults and children.
- Plan various laboratory tests for surgical conditions and interpret the results.
- Identify and manage patients of hemorrhagic, septicaemia and other types of shock.
- Be able to maintain patent air-way and resuscitate.
- Monitor patient of head, chest, spinal and abdominal injuries, both in adults and children.
- Provide primary care for a patient of burns.
- Acquire principles of operative surgery including preoperative, operative and post operative care and monitoring.
- Treat open wound including preventive measures against tetanus and gas gangrene.

- Diagnose neonatal and pediatric surgical emergencies and provide sound primary care before referring the patient to secondary/tertiary centres.
- Identify congenital anomalies and refer them for appropriate management.

d. **Integration:** The teaching should be aligned and integrated horizontally and vertically in order to provide a sound biologic basis and a holistic approach to the care of the surgical patient.

- Apply knowledge of basic medical sciences and other relevant subjects to support understanding of various pathologies, facilitate examination of and intervention for the patients.
- To apply the principles of quality of health care, legal and ethical principles and regulations as recommended by Medical Council of India and WHO.

17. OBSTETRICS AND GYNAECOLOGY

a. Competencies:

The student must demonstrate ability to:

- Provide peri-conceptional counseling and antenatal care,
- Identify high-risk pregnancies and refer appropriately,
- Conduct normal deliveries, using safe delivery practices in the primary and secondary care settings,
- Prescribe drugs safely and appropriately in pregnancy and lactation,
- Diagnose complications of labor, institute primary care and refer in a timely manner,
- Perform early neonatal resuscitation,
- Provide postnatal care, including education in breast-feeding,
- Counsel and support couples in the correct choice of

contraception,

- Interpret test results of laboratory and radiological investigations as they apply to the care of the obstetric patient,
- Apply medico-legal principles as they apply to tubectomy, Medical Termination of Pregnancy (MTP), Pre-conception and Prenatal Diagnostic Techniques (PC PNDT Act) and other related Acts.
- Elicit a gynecologic history, perform appropriate physical and pelvic examinations and PAP smear in the primary care setting,
- Recognize, diagnose and manage common reproductive tract infections in the primary care setting,
- Recognize and diagnose common genital cancers and refer them appropriately.

b. Broad subject specific objectives

Knowledge

At the end of the course, the student shall be able to:

- Outline the anatomy, physiology and pathophysiology of the reproductive system and the common conditions affecting it.
- Diagnose normal pregnancy, labour, puerperium and manage the problems he is likely to encounter therein.
- List of leading causes of maternal and perinatal morbidity and mortality.
- Understand the principles of contraception and various techniques employed, methods of medical termination of pregnancy, sterilization and their complications.
- Identify the use, abuse and side effects of drugs in pregnancy, peri- menopausal and post menopausal periods.
- Describe the national programme of maternal and child health and family welfare and their implementation at various levels.

- Identify common gynecological diseases and describe principles of their management.
- State the indications, techniques and complications of surgeries like Caesarian section, laparotomy, abdominal and vaginal hysterectomy, Fothergill's operation and vacuum
- Aspiration for Medical Termination of pregnancy (MTP) and minor surgeries like EB, D and C, Cervical Biopsy and Cervical encircilage.

c. Skills

At the end of the course, the student should be able to

- Take proper history and writing a good case sheet
- Writing a good discharge summary, proper referral letter
- Examination of patient and arrival at a diagnosis
- Planning for investigation and treatment
- Community orientation, participation in community health promoting and preventing programmes
- Examine a pregnant woman, recognize high- risk pregnancies and make appropriate referrals.
- Conduct a normal delivery, plot and interpret partogram
- recognize complications and decision of referral, provide postnatal care,
- Resuscitate the newborn and recognize the congenital anomalies.
- Advise a couple on the use of various available contraceptive devices (student should see at least 5 Cu-T insertions and 5 cases of female sterilization operations.)
- Perform pelvic examination, diagnose and manage common. gynecological problems including early detection of genital malignancies.
- Make a vaginal cytological smear, perform a post coital test and wet vaginal smear examination for Trichomonas vaginalis, Moniliasis and gram stain for gonorrhea, catheterization of urinary bladder
- Interpretation of data of investigations like biochemical, histopathological, radiological ultrasound etc.

d. Integration:

The teaching should be aligned and integrated horizontally and vertically in order

to provide comprehensive care for women in their reproductive years and beyond, based on a sound knowledge of structure, functions and disease and their clinical, social, emotional, psychological correlates in the context of national health priorities. The student shall be able to integrate clinical skills with other disciplines and bring about coordination of family welfare programme for the national goal of population control.

18. ORTHOPAEDICS (INCLUDING TRAUMA)

a. Competencies:

- The student must demonstrate:
- Ability to recognize and assess bone injuries, dislocation and poly-trauma and provide first contact care prior to appropriate referral,
- Knowledge of the medico-legal aspects of trauma,
- Ability to recognize and manage common infections of bone and joints in the primary care setting,
- Recognize common congenital, metabolic, neoplastic, degenerative and inflammatory bone diseases and refer appropriately,
- Ability to perform simple orthopedic techniques as applicable to a primary care setting,
- Ability to recommend rehabilitative services for common orthopaedic problems across all ages.

b. Broad subject specific objectives

Knowledge:

The student shall be able to understand:

- The principles, diagnosis and primary management and be able to give appropriate referral for further definitive management of bones and joint injuries.

- Osteogenesis, manifestation and diagnosis, primary management and give their referral for appropriate correction or rehabilitation of common musculoskeletal disorders including infections of bones and joints; congenital skeletal anomalies, metabolic bone diseases and neoplasm affecting bones.

c. Skills

At the end of the course, the student shall be able to:

- Detect soft tissue injuries such as sprains and strains.
- Detect common fractures of extremities.
- Deliver first aid measures for common fractures and sprains.
- Deliver emergency measures to poly trauma patients.
- Manage uncomplicated fractures of clavicle, forearm, phalanges etc.
- Use techniques of splinting such as application of Thomas splint, plaster slab and casts, immobilization by skin tractions etc.
- Learn indications for closed reductions, open reductions, internal fixation and external fixations of fracture.
- Manage common bone infection; learn indications for sequestration, amputation and corrective measures for bone deformities.
- Advice and counsel patient for rehabilitation for post traumatic, poliomyelitis, cerebral palsy and amputation.
- Be able to perform certain orthopedic skills, provide sound advice of skeletal and related conditions at primary or secondary health care level.

d. Integration:

The teaching should be aligned and integrated horizontally and vertically in order to allow the student to understand the structural basis of orthopedic problems, their management and correlation with function, rehabilitation and quality of life.

19. ANAESTHESIOLOGY

a. Competencies:



॥ आयुष मंत्रालय, भारत सरकार ॥

भारतीय चिकित्सा पद्धति राष्ट्रीय आयोग

आयुष मंत्रालय, भारत सरकार

कार्यालय: 61-65, संस्थानिक क्षेत्र, जनकपुरी, डी ब्लॉक नई दिल्ली - 110058

National Commission for Indian System of Medicine

Ministry of Ayush, Govt. of India

Office: 61-65, Institutional Area, Janakpuri, D-Block New Delhi-110058

ANNEXURE - D

समापति / Chairman: 28525156

सचिव / Secretary: 28525847

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क्रमांक/ Ref. No.BOA/2-B/UG/2023

दिनांक/Dated: 18.07.2023

To,

1. Registrars of all Universities having faculty of ASU.
- ✓ 2. Principal/Dean/Directors of all ASU Colleges/Institute

Sir,

Subject: - Number of Attempts in University Examinations and duration of the course for students admitted under 2016 regulation - reg.

With reference to the subject mentioned above and, I am directed to inform you that Board of Ayurveda and Board of Unani, Siddha and Sowa-Rigpa are in receipt of various emails and representations from the BAMS and BUMS students belonging to various Ayurveda and Unani colleges regarding attempts in University examinations. In this matter please refer the following regulations:-

1. Clause 11 (I) of National Commission for Indian System of Medicine (Minimum Standards of Undergraduate Ayurveda Education) Regulations-2022 is as under:-

"Notwithstanding anything contained in these regulations,-

(i) Clause 11(e) respectively shall be applicable to the student who admitted under Indian Medicine Central Council (Minimum Standards of Education in Indian Medicine) Regulations, 1986, except electives and as per section 3 of SCHEDULE I (as amended vide notification no. 24-14/2016 (U.G. Regulation) Regulations, 2016) with 4 professionals.

(ii) Student who got admitted under Indian Medicine Central Council (Minimum Standards of Education in Indian Medicine) Regulations, 1986, the maximum number of chances and maximum period of years to pass respective professional examination as laid down under the clauses 6(1)(c), 2(e), 3(c), 4(d), and 4(e) of SCHEDULE I (as amended vide notification no. 24-14/2016 (U.G. Regulation) Regulations, 2016) shall not be applicable."

2. Clause 10 (I) of National Commission for Indian System of Medicine (Minimum Standards of Undergraduate Unani Education) Regulations-2022 is as under:-

"Notwithstanding anything contained in these regulations,-

(i) clause 10(e) shall be applicable to the student who got admitted under Indian Medicine Central Council (Minimum Standards of Education in Indian Medicine) Regulations, 1986, except electives and as per section 4 of SCHEDULE III (as amended vide notification no. 11-76/2016-Unani (U.G. Regl.) Regulations, 2016) with 4 professionals.

- Know importance of hypoglycemia/hyperglycemia, hypotension/hypertension, IHD, Myocardial infarction.
- Know ventilators.

c. Skills

At the end of the training, the students should be able to:

- Perform cardio-pulmonary resuscitation with the available resources and transfer the patients to a bigger hospital for advanced life support.
- Set up intravenous infusion and manage fluid therapy
- Clear and maintain airway in unconscious patient.
- Administer oxygen correctly
- General knowledge about diagnosis of brain death and relevance in deceased donor organ transplantation

- d. **Integration:** The teaching should be aligned and integrated horizontally and vertically in order to provide comprehensive care for patients undergoing various surgeries, in patients with pain, in intensive care and in cardio respiratory emergencies. Integration with the departments of Anatomy, Pharmacology and horizontal integration with any/all surgical specialties is proposed.

20. RADIODIAGNOSIS

- a. **Competencies:** The student must demonstrate:

- Understanding of indications for various radiological investigations in common clinical practice,
- Awareness of the ill effects of radiation and various radiation protective measures to be employed,

- Ability to identify abnormalities in common radiological investigations.

b. Broad subject specific objectives:

Knowledge:

At the end of the course, the student shall be able to

- Enlist and describe the various diagnostic modalities
- Delineate normal and abnormal radiological findings
- Understand basic radiology and emphasize on its clinical applications
- Describe radiographic, ultra sonographic, CT, MRI features of common pathologies.
- Describe and integrate radiological findings in CNS, GIT, RS, CVS, MSK, GUT

d. Skills

- At the end of the course, the student shall be able to:
- Make use of Imaging findings to reach to a diagnosis;
- Analysis and interpret radiological data;
- Demonstrate the skills of solving clinical problems by illustrative evidences and decision making.

- e. **Integration:** Horizontal and vertical integration to understand the fundamental principles of radiologic imaging, anatomic correlation and their application in diagnosis and therapy.

B. PHASE WISE TRAINING AND TIME DISTRIBUTION FOR PROFESSIONAL DEVELOPMENT

The Competency based Undergraduate Curriculum and Attitude, Ethics and Communication (AETCOM) course, as published by the Medical Council of India and also made available on the Council's website, shall be the curriculum for the batches admitted in MBBS from the academic year 2019-20 onwards.

In order to ensure that training is in alignment with the goals and competencies required for a medical graduate, there shall be a **Foundation Course** to orient medical learners to MBBS programme, and provide them with requisite knowledge, communication (including electronic), technical and language skills.

I. Training period and time distribution:

Universities shall organize admission timing and admission process in such a way that teaching in the first Professional year commences with induction through the Foundation Course by the 1st of August of each year from academic year 2024-25. There shall be no admission of students in respect of any academic session beyond 30th August from academic year 2024-25. The Universities shall not register any student admitted beyond the said date.

The National Medical Commission may direct, that any student identified as having Obtained admission after the last date for closure of admission be discharged from the Course of study, or any medical qualification granted to such a student shall not be a recognized qualification by National Medical Commission.

The institution which grants admission to any student after the last date specified from the same shall also be liable to face such action as may be prescribed by National Medical Commission.

Every learner shall undergo a period of certified study extending over 4 ½ academic years, divided into four professional years from the date of commencement of course to the date of completion of examination which shall be followed by one year of compulsory rotating internship.

Each academic year will have at least 39 teaching weeks with a minimum of eight hours of working on each day including one hour as lunch break.

Didactic lectures shall not exceed one third of the schedule; two third of the schedule shall include interactive sessions, practicals, clinical or/and group discussions. The learning process should include clinical experiences, problem- oriented approach, case studies and community health care activities.

Teaching and learning shall be aligned and integrated across specialties both vertically and horizontally for better learner comprehension. Learner centered learning methods should include Early Clinical Exposure, problem-oriented learning, case studies, community- oriented learning, self- directed, experiential learning & Electives

At the end of each professional year university examination will be conducted. If any student fails to clear university examination, he will appear in supplementary examination.

Supplementary examinations and declaration of results shall be processed within 3-6 weeks from the date of declaration of the results of the main examination for every professional year, so that the candidates, who pass, can join the main batch for progression.

If the candidate fails in the supplementary examination of first MBBS, he shall join the batch of next academic /subsequent year. There shall be no supplementary batches. Partial attendance of examination in any subject shall be counted as an attempt.

- A candidate, who fails in the First Professional examination, shall not be allowed to join the Second Professional.
- A candidate, who fails in the second Professional examination, shall be allowed to join the third Professional Part I training, however he shall not be allowed to appear for the examination unless he has passed second professional examination.
- A candidate who fails in the third Professional (Part I) examination shall be

allowed to join third Professional part II training, however he shall not be allowed to appear for the examination unless he has passed second professional examination.

II. The period of 4½ years is divided as follows:

Phase I –Total 12 months

i) **First Professional phase of 12 months including Foundation Course of one week and university exams.** It shall consist of – Anatomy, Physiology, Biochemistry, Introduction to Community Medicine, Humanities, Professional development including Attitude, Ethics & Communication (AETCOM) module, family adoption programme through village outreach where-in each student shall adopt minimum of three (03) families and preferably at least five (05) families, Pandemic module and early clinical exposure, ensuring alignment & all types of integration and simulation- based learning.

Phase II- Second Professional (12 months) including university exams. It will consist of Pathology, Pharmacology, Microbiology, family visit under Community Medicine, General Surgery, General Medicine & Obstetrics & Gynecology Professional development including AETCOM module, simulation-based learning and introduction to clinical subjects ensuring both alignment & all types of integration.

The clinical exposure to learners will be in the form of learner-doctor method of clinical training in all phases. The emphasis will be on primary, preventive and comprehensive health care. A part of training during clinical postings should take place at the *primary level* of health care. It is desirable to provide learning experiences in secondary health care, wherever possible. This will involve:

- Experience in recognizing and managing common problems seen in outpatient, inpatient and emergency settings,
- Involvement in patient care as a team member,
- Involvement in patient management and performance of basic procedures.

iii) Phase III - 30 months

a. **Third Professional Part I (12 months, including University exams)**

Forensic Medicine and Toxicology, Community Medicine, Medicine & allied, Surgery & allied, Pediatrics and Obstetric & Gynecology including AETCOM, Pandemic module, Clinical teaching in General Medicine, General Surgery, Obstetrics & Gynecology, Pediatrics, Orthopedics, Dermatology, Community Medicine, Psychiatry, Respiratory Medicine, Radio-diagnosis (& Radiotherapy) and Anesthesiology & Professional development.

b. Electives (1 month) shall be included here. These will be in 2 blocks of 15 days each in Final first; 1st block after annual exam of III MBBS part 1 and 2nd block after the end of 1st elective.

c. Third Professional Part II (18 months, including University exam)-

Subjects include:

- Medicine and allied specialties (General Medicine, Psychiatry, Dermatology, Venereology and Leprosy (DVL), Respiratory Medicine including Tuberculosis) M
- Surgery and allied specialties (General Surgery, Otorhinolaryngology, Ophthalmology, Orthopedics, Dentistry, Physical Medicine and rehabilitation, Anesthesiology and Radiodiagnosis) S
- Obstetrics and Gynecology (including Family Welfare) O
- Pediatrics P
- ETCOM module A

III. Distribution of teaching hours phase wise

a. First, second and third Professional part-I, teaching hours:

Time allotted: 12 months (approx. 52 weeks)

Time available: Approx. 39 weeks (excluding 13 weeks) (39 hours/ week)

Prelim / University Exam & Results: 9 weeks

Vacation: 2 weeks

Public Holidays: 2 weeks

Time distribution in weeks: 39 weeks x 39 hours = 1521 hours for Teaching- Learning

b. Final MBBS part-2, teaching hours:

Time allotted: 18 months (approx. 78 weeks)

Time available: Approx. 62 weeks (excluding 16 weeks) (39 hours/ week)

Prelim / University Exam & Results: 10 weeks

Vacation: 3 weeks

Public Holidays: 3 weeks

Time distribution in weeks: 62 x 39 hrs = 2418 hrs available for Teaching- Learning

(Clinical Postings: 15 hours/ week II MBBS onwards included in academic schedule)

These are attached in sperate annexure with all relevant tables.

Academic calender shall be as per the Table 1.

Distribution of subjects for Professional Phase – wise training is given in Table 2.

Minimum teaching hours prescribed in various disciplines are given in Tables 3-7.

Distribution and duration of clinical postings is given in Table 8.

Time allotted excludes time reserved for internal /University examinations, and vacation.

Second professional clinical postings shall commence before / after declaration of results of the first professional phase examinations, as decided by the institution/ University.

Third Professional parts I and part II clinical postings shall start no later than two weeks after the completion of the previous professional examination.

A total of 25% of allotted time of third Professional shall be utilized for integrated learning with phase I and II subjects. This will be included in the assessment of clinical subjects.

Note

- The period of training is minimum suggested. Adjustments where required depending on availability of time may be made by the concerned college/ institution. This period of training does not include university examination period.
- An exposure to skills lab for at least two (02) weeks prior to clinical postings shall be made available to all student.

C) New teaching /learning elements

1) Foundation Course

Goal: The goal of the Foundation Course is to prepare a learner to study medicine effectively.

Objectives:

- (a) **Orient the learner to:**
 - The medical profession and the physician's role in society
 - The MBBS programme
 - Alternate health systems i.e. AYUSH in India and history of Medicine
 - Medical ethics, attitudes and professionalism
 - Health care system and its delivery
 - National health programmes and policies
 - Universal precautions and vaccinations
 - Patient safety and biohazard safety
 - Principles of primary care (general and community based care)
 - The academic ambience
- (b) **Enable the learner to acquire enhanced skills in:**
 - Language
 - Interpersonal relationships

- Communication
- Learning including self-directed learning
- Time management
- Stress management
- Use of information technology, and artificial intelligence

(c) **Train the learner to provide:**

- First-aid
- Basic life support

• In addition to the above, learners maybe enrolled in one of the following programmes which will be run concurrently:

- Local language programme
- English language programme
- Computer skills
- These may be done in the last two hours of the day. These sessions must be as interactive as possible.

Sports (to be used through the Foundation Course as protected 04 hours /week).

Leisure and extracurricular activity (to be used through the Foundation Course as projected 02 hours per week).

Institutions shall develop learning modules and identify the appropriate resource persons for their delivery.

The time committed for the Foundation Course may not be used for any other curricular activity.

The Foundation Course shall have a minimum of 75% attendance of all students mandatorily. This will be certified by the Dean of the college.

The Foundation Course shall be organized by the Coordinator appointed by the Dean

of the college and shall be under supervision of the Heads of MBBS phase 1 departments.

Every college shall arrange for a meeting with parents/ wards of all students and records of the same shall be made available to UGMEB of NMC.

2) Early Clinical Exposure

Objectives: The objectives of early clinical exposure of the first-year medical learners are to enable the learner to:

- Recognize the relevance of basic sciences in diagnosis, patient care and management,
- Provide a context that will enhance basic science learning,
- Relate to experience of patients as a motivation to learn,
- Recognize attitude, ethics and professionalism as integral to doctor-Patient relationship,
- Understand the socio-cultural context of disease through the study of humanities.

Elements

- Basic science correlation: i.e. apply and correlate principles of basic sciences as they relate to patient care (this shall be part of integrated modules).
- Clinical skills: to include basic skills in interviewing patients, doctor-patient communication, ethics and professionalism, critical thinking and analysis and self-learning (this training shall be imparted in the time allotted for early clinical exposure).
- Humanities: To introduce learners to a broader understanding of the socio-economic framework and cultural context within which health is delivered through the study of humanities and social sciences.

3) Electives

Objectives: To provide the learner with opportunities:

- For diverse learning experiences,
- It is mandatory for learners to do an elective. The elective time shall not be used to make up for missed clinical postings, shortage of attendance or other purposes.
- Institutions will pre-determine the number and nature of electives, names of the supervisors, and the number of learners in each elective based on the local conditions, available resources and faculty.
- Electives on topics in areas such as Research methodology, Use of Artificial intelligence and computers in Health and Medical Education, Health Management, Health economics, Indian system of medicine, Medical photography /clinical photography, Global health, Evidence based medicine, Art and music in medicine, Literary activities, etc. may be provided by the college/ institution.
 - It shall be preferable that elective choices are made available to the learners in the beginning of the academic year.
 - The learner must submit a learning log book based on both blocks of the electives.
 - 75% attendance in the electives and submission of log book maintained during electives is required for eligibility to appear in the final MBBS examination/ NEXT.
 - Institutions may use part of this time for strengthening basic skill certification.

4) Professional Development including Attitude, Ethics and Communication Module

(AETCOM)

Objectives of the programme: At the end of the programme, the learner must demonstrate ability to:

- Understand and apply principles of bioethics and law as they apply to medical practice and research, understand and apply the principles of clinical reasoning as they apply to the care of the patients,
- Understand and apply the principles of system-based care as they relate to the care of the patient,
- Understand and apply empathy and other human values to the care of the patient,
- Communicate effectively with patients, families, colleagues and other health care professionals,
- Understand the strengths and limitations of alternative systems of medicine,
- Respond to events and issues in a professional, considerate and humane fashion,
- Translate learning from the humanities in order to further his professional and personal growth.

Learning experiences:

- This will be a longitudinal programme spread across the continuum of the MBBS programme including internship,
- Learning experiences shall include small group discussions, patient care scenarios, workshops, seminars, role plays, lectures etc.
- Attitude, Ethics & Communication Module (AETCOM module) developed by the erstwhile Medical Council of India should be used longitudinally for purposes of instruction.
- 75% attendance in Professional Development Programme (AETCOM Module) shall be mandatory for eligibility to appear for final examination in each professional year.

Internal Assessment shall include:

- Written tests comprising of short notes and creative writing experiences,

OSCE based clinical scenarios /viva voce.

- At least one question in each paper of each clinical specialty in the University examination shall test knowledge competencies acquired during the professional development programme.
- Skill competencies acquired during the Professional Development Programme must be tested during the clinical, practical and viva voce.

5) Learner-doctor method of clinical training (Clinical Clerkship)

a. Goal: To provide learners with experience in:

- Longitudinal patient care,
- Being part of the health care team,
- Hands-on care of patients in outpatient and in-patient setting.

b. Structure:

- The first clinical posting in second professional shall orient learners to the patient, their roles and the specialty.
- The learner-doctor programme shall progress as outlined in Table 9.
- The learner shall function as a part of the health care team with the following responsibilities:
 - Be a part of the units' out-patient services on admission days,
 - Remain with the admission unit until at least 6 PM except during designated class hours,
 - Be assigned patients admitted during each admission day for whom he will undertake responsibility, under the supervision of a senior resident or faculty member,

- Participate in the unit rounds on its admission day and will present the assigned patients to the supervising physician,
- Follow the patient's progress throughout the hospital stay until discharge,
- Participate, under supervision, in procedures, surgeries, deliveries etc. of assigned patients,
- Participate in unit rounds on at least one other day of the week excluding the admission day,
- Discuss ethical and other humanitarian issues during unit rounds,
- Attend all scheduled classes and educational activities,
- Document his observations in a prescribed log book /case record.

No learner will be given independent charge of the patient in the capacity of primary physician of the concerned patient.

The supervising physician shall be responsible for all patient care decisions and guide the learner from time to time as required.

6) Assessment:

- A designated faculty member in each unit will coordinate and facilitate the activities of the learner, monitor progress, provide feedback and review the log book/ case record.
- The log book/ case record must include the written case record prepared by the learner including relevant investigations, treatment and its rationale, hospital course, family and patient discussions, discharge summary etc.
- The log book shall also include records of outpatients assigned. Submission of the log book/ case record to the department is required for eligibility to appear for the final examination of the subject.

D) Assessment

I. Eligibility to appear for Professional examinations

The performance in essential components of training are to be assessed, based on:

(a) Attendance

There shall be a minimum of 75% attendance in theory and 80% in practical /clinical for eligibility to appear for the examinations in that subject. In subjects that are taught in more than one phase – the learner must have 75% attendance in theory and 80% in practical in each phase of instruction in that subject. There shall be minimum of 80% attendance in family visits under Family adoption programme. Each student shall adopt minimum 3 families and preferably five families. The details shall be as per Family Adoption Program guidelines.

If an examination comprises more than one subject (for e.g., General Surgery and allied branches), the candidate must have a minimum of 75% attendance in each subject including its allied branches, and 80% attendance in each clinical posting.

Learners who do not have at least 75% attendance in the electives will not be eligible for the Third Professional - Part II examination/ NEXT.

(b) **Internal Assessment:** Internal assessment shall be based on day-to-day assessment. It shall relate to different ways in which learners participate in learning process including assignments, preparation for seminar, clinical case presentation, preparation of clinical case for discussion, clinical case study/ problem solving exercise, participation in project for health care in the community. Internal assessment shall not be added to summative assessment. However, internal assessment should be displayed under a separate column in detailed marks card.

(c) Learners must have completed the required certifiable competencies for that phase of training and completed the log book

appropriate for that phase of training to be eligible for appearing at the final university examination of that subject.

(d) Regular periodic examinations shall be conducted throughout the course. There shall be no less than three internal assessment examinations in each subject of first and second professional year, and no less than two examinations in each subject of final professional year. An end of posting clinical assessment shall be conducted for each clinical posting in each professional year.

- When subjects are taught in more than one phase, the internal assessment must be done in each phase and must contribute proportionately to final assessment. For example, General Medicine must be assessed in second Professional, third Professional Part I and third Professional Part II, independently.
- Day to day records and log book (including required skill certifications) should be given importance in internal assessment. Internal assessment should be based on competencies and skills.
- The final internal assessment in a broad clinical specialty (e.g., Surgery and allied specialties etc.) shall comprise of marks from all the constituent specialties. The proportion of the marks for each constituent specialty shall be determined by the time of instruction allotted to each.
- Learners must secure at least 50% marks of the total marks (combined in theory and practical / clinical; not less than 40% marks in theory and practical separately) for internal assessment in a particular subject in order to be eligible for appearing at the final University examination of that subject. Internal assessment marks will reflect as separate head of passing at the summative examination.
- The results of internal assessment should be displayed on the notice board within one week of the test.
- Universities shall guide the colleges regarding formulating policies for remedial measures for students who are either not able to score qualifying marks or have missed on some assessments due to any reason.

II. University Examinations:

University examinations are to be designed with a view to ascertain whether the candidate has acquired the necessary knowledge, minimal level of skills, ethical and professional values with clear concepts of the fundamentals which are necessary for him/her to function effectively and appropriately as a physician of first contact. Assessment shall be carried out on an objective basis to the extent possible.

- Nature of questions shall include different types such as structured essays (Long-Answer Questions -LAQ), Short-Answer Questions (SAQ) and objective type questions (e.g. Multiple Choice Questions - MCQ). Marks for each part shall be indicated separately. MCQs shall be accorded a weightage of not more than 20% of the total theory marks. Practical /clinical examinations shall be conducted in the laboratories and /or hospital wards. The objective will be to assess proficiency and skills to conduct experiments, interpret data and form logical conclusion. Clinical cases kept in the examination must be common conditions that the learner may encounter as a physician of first contact in the community. Selection of rare syndromes and disorders as examination cases is to be discouraged. Emphasis should be on candidate's capability to elicit history, demonstrate physical signs, write a case record, analyze the case and develop a management plan.
- Viva/oral examination should assess approach to patient management, emergencies, and attitudinal, ethical and professional values. Candidate's skill in interpretation of common investigative data, X-rays, identification of specimens, ECG, etc. is to be also assessed.

University Examinations shall be held as under:

(a) **First Professional**

The first Professional examination shall be held at the end of first Professional training (in the 12th month of that training), in the subjects of Anatomy, Physiology and Biochemistry.

(b) **Second Professional**

The second Professional examination shall be held at the end of second

professional training (12th month of that training), in the subjects of Pathology, Microbiology, and Pharmacology.

(c) **Third Professional**

- Third Professional Part I examination shall be held at end of third Professional part 1 of training (12th month of that training) in the subjects of Community Medicine, and Forensic Medicine including Toxicology

- Third Professional Part II / National Exit Test (NExT) as per NExT regulations- (Final Professional) examination shall be at the end of 17th / 18th month of that training, in the subjects of General Medicine, General Surgery, Ophthalmology, Otorhinolaryngology, Obstetrics & Gynecology, and Pediatrics, and allied subjects as per NExT REGULATIONS.

Note:

- At least one question in each paper of each PHASE shall test the knowledge, and competencies acquired during the professional development programme (AETCOM module).
- Skills competencies acquired during the Professional Development Programme (AETCOM module) shall be tested during clinical, practical and viva.

In subjects that have two papers, the learner must secure minimum 50% of marks in aggregate (both papers together) to pass in the said subject.

Criteria for passing in a subject: A candidate shall obtain 50% marks in University conducted examination separately in Theory and in Practical (practical includes: practical/ clinical and viva voce) in order to be declared as passed in that subject.

Appointment of Examiners

- Person appointed as an examiner in the particular subject must have at least four years of total teaching experience as Assistant Professor after obtaining postgraduate degree following MBBS, in the subject in a

college affiliated to a recognized medical college (by UGMEB of NMC).

- For Practical /Clinical examinations, there shall be at least four examiners for every learner, out of whom not less than 50% must be external examiners. Of the four examiners, the senior-most internal examiner shall act as the Chairman and coordinator of the whole examination programme so that uniformity in the matter of assessment of candidates is maintained.
 - A University having more than one college shall have separate sets of examiners for each college, with internal examiners from the concerned college. External examiner may be from outside the college/ university/ state/ union territory.
 - There shall be a Chairman of the Board of paper-setters who shall be an internal examiner and shall moderate the questions.
 - All eligible examiners with requisite qualifications and experience can be appointed internal examiners by rotation in their subjects.
 - All theory paper assessment should be done as central assessment program (CAP) of concerned university.
 - Internal examiners shall be appointed from the same institution for unitary examination in the same institution. For pooled examinations at one centre, the approved internal examiners from same university may be appointed.
 - The Examiners for General Surgery and allied subjects as well as for General Medicine and allied subjects, shall be from General Surgery and General Medicine respectively.
 - There shall be no grace marks to be considered for passing in an examination.
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ANNEXURES:

1. COMPETENCIES
2. TABLES RELATED TO CBME/ CURRICULUM, ASSESSMENTS
3. FAMILY ADOPTION PROGRAMME
4. GUIDELINES FOR MANPOWER REQUIREMENT FOR RESEARCH FACILITIES
5. DISABILITY CRITERIA FOR ADMISSION TO MBBS

AETCOM COMPETENCIES

AETCOM Competencies for First MBBS

Subject	Competency Number	Competency
Anatomy	Module 1.5	The cadaver as our first teacher Demonstrate respect and follow the correct procedure when handling cadavers and other biologic tissue
	Module 1.1	Identify, discuss Physician's role and responsibility to society and the community that she/he serves
Physiology	Module 1.2, Module 1.3	Demonstrate empathy in patient encounters
	Module 1.4	Demonstrate ability to communicate to patients in a patient, respectful, non- threatening, non-judgmental and empathetic manner
Biochemistry	Module 1.1,	Enumerate and Describe the role of a physician in health care system
	Module 1.1	Describe and discuss the commitment to lifelong learning as an important part of physician growth

AETCOM Competencies for Second MBBS

Subject	Competency Number	Competency
Pathology	2.6	Identify, discuss and defend medico-legal, socio-cultural and ethical issues as they pertain to refusal of care including do not resuscitate and withdrawal of life support.
	2.4 A	Demonstrate ability to work in a team of peers and superiors.
	2.4 B	Demonstrate respect in relationship with patients, fellow team members, superiors and other health care workers.
	2.7	Identify, discuss and defend, medico-legal, socio-cultural and ethical issues as they pertain to consent for surgical procedures.
Microbiology	Module 2.2 A	Describe and discuss the role of non-maleficence as a guiding principle in patient care
	Module 2.2 B	Describe and discuss the role of autonomy and shared responsibility as a guiding principle in patient care
	Module 2.2 C	Describe and discuss the role of beneficence of a guiding principle inpatient care
	Module 2.2 D	Describe and discuss the role of a physician in health care system
	Module 2.2 E	Describe and discuss the role of justice as a guiding principle in patient Care
	Module 2.3	Describe and discuss the role of justice as a guiding principle in patient care
	Module 2.5	Identify, discuss and defend medico-legal, socio-cultural and ethical issues as it pertains to patient autonomy, patient rights and shared responsibility in health care
Pharmacology	Module 2.1	Demonstrate ability to communicate to patients in a patient, respectful, non-threatening, non-judgmental and empathetic manner.
	Module 2.8	Demonstrate empathy in patient encounters.

AETCOM Competencies for Third Year (Part I)

Subject	Competency Number	Competency
Ophthalmology	3.1	Demonstrate ability to communicate to patients in a patient, respectful, nonthreatening, non-judgmental and empathetic manner
	3.2	Demonstrate an understanding of the implications and the appropriate procedure and response to be followed in the event of medical error
ENT	3.3 A	Demonstrate ability to communicate to patients in a patient, respectful, nonthreatening, non-judgmental and empathetic manner
	3.3 B	Identify, discuss and defend, medico-legal, socio-cultural and ethical issues as they pertain to consent for surgical procedures
Forensic Medicine & Toxicology	3.3 C	Administer informed consent and appropriately address patient queries to a patient undergoing a surgical procedure in a simulated environment
	3.4	Identify, discuss and defend medico-legal, socio-cultural and ethical issues as it pertains to confidentiality in patient care
Community Medicine	3.5 A	Identify, discuss and defend medico-legal, socio-cultural, professional and ethical issues as it pertains to the physician - patient relationship (including fiduciary duty)
	3.5 B	Identify and discuss physician's role and responsibility to society and the community that she/ he serves

AETCOM Competencies for Third Year (Part II)

Subject	Competency Number	Competency
Medicine and Allied Subjects	4.1 A	The student should be able to: Demonstrate ability to communicate to patients in a patient, respectful, nonthreatening, non-judgmental and empathetic manner
	4.1 B	The student should be able to: Communicate diagnostic and therapeutic options to patient and family in a simulated environment
	4.3	The student should be able to: Identify and discuss medico-legal, socio-economic and ethical issues as it pertains to organ donation
Surgery and Allied Subjects	4.4 A	The student should be able to: Demonstrate empathy in patient encounters
	4.4 B	The student should be able to: Communicate care options to patient and family with a terminal illness in a simulated environment
	4.5	The student should be able to: Identify and discuss and defend medico-legal, socio-cultural, professional and ethical issues in physician - industry relationships
	4.6	The student should be able to: Identify conflicts of interest in patient care and professional relationships and describe the correct response to these conflicts
Obstetrics and Gynecology	4.2	The student should be able to: Identify, discuss and defend medico-legal, socioeconomic and ethical issues as it pertains to abortion / Medical Termination of Pregnancy and reproductive rights
	4.7	The student should be able to: Identify conflicts of interest in patient care and professional relationships and describe the correct response to these conflicts
	4.8 A	The student should be able to: Identify conflicts of interest in patient care and professional relationships and describe the correct response to these conflicts.

Pediatrics		
	4.8 B	The student should be able to: Demonstrate empathy to patient and family with a terminal illness in a simulated environment.
	4.9 A	The student should be able to: Identify, discuss and defend medico-legal, socio-cultural, professional and ethical issues pertaining to medical negligence
	4.9 B	The student should be able to: Identify, discuss and defend medico-legal, socio-cultural, professional and ethical issues pertaining to malpractice

Table1: Time distribution of MBBS Programme & Examination Schedule

Proposed Academic Calendar for CBME 2023-24 Batch 2023

	IAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2023									1	2	3	4
2024	5	6	7	8	9	10	11	12-1st Prof. exam, result	13-2 nd MBBS	14	15	16
2025	17	18	19	20	21	22	23	24-2 nd Prof. exam, result	25- Final 1st	26	27	28
2026	29	30	31	32	33	34	35	36- Final 1 st exam, result	37- Final 2 nd	38	39	40
2027	41	42	43	44	45	46	47	48	49	50	51	52
2028	53	54 NEXT-1	1- CRAM	2	3	4	5-2 nd propose	6	7	8	9	10
2029	11	12-NEXT- Step 2					3 NEXT					

Legends:

AETCOM: Attitude, Ethics and Communication skills

FAP: Family Adoption Programme (village outreach)

SDL: Self Directed Learning

SGL: Small Group Learning (tutorials/ Seminars/ Integrated Learning)

PCT (mentioned in Assessments): Part Completion Test

Table2: Distribution of subjects in each Professional Phase

Phase & year of MBBS training	Subjects & Teaching Elements	Duration (months)	University Examination
First Professional MBBS	(i) Foundation course -1 week, remaining spread over 6 months at the discretion of college (ii) Anatomy, Physiology & Biochemistry, Introduction to Community Medicine, including Family adoption programme (FAP) through village outreach (iii) Early Clinical Exposure (iv) Attitude, Ethics, and communication Module (AETCOM) including Humanities	12 months	1 st professional
Second Professional MBBS	(i) Pathology, Microbiology, Pharmacology (ii) Introduction to clinical subjects (iii) Clinical postings, Family visits for FAP (iv) AETCOM	12 months	2 nd professional
Third Professional part 1, MBBS, including Electives 1 month	(i) Community Medicine, Forensic Medicine and Toxicology, Medicine & allied, Surgery & allied, Pediatrics, Obstetrics & Gynecology (ii) Family visits for FAP (iii) Clinical postings (iv) AETCOM (v) Electives- 1 month, 2 blocks, 15 days each	12 months	Final professional - Part 1
Third Professional part 2, MBBS	(i) General Medicine, Dermatology, Psychiatry, Respiratory medicine, Pediatrics, General Surgery, Orthopedics, Oto-rhinolaryngology, Ophthalmology, Radiodiagnosis, Anesthesiology, Obstetrics & Gynecology (ii) Clinical postings (iii) AETCOM	18 months	Final Professional - Part II

Table 3: Foundation Course

(one week + spread over 6 months at the discretion of college)

Subjects/Contents	Teaching hours
Orientation	30
Skills Module	34
Field visit to Community Health Center	08
Introduction to Professional Development & AETCOM module	40
Sports, Yoga and extra-curricular activities	16
Enhancement of language/computer skills	32
Total	160

Table no. 4 Distribution of Subject Wise Teaching Hours for 1st MBBS

Subject	Lectures	SGL	SDL	Total
Foundation Course				39
Anatomy	210	400	10	620
Physiology	130	300	10	440
Biochemistry *	78	144	10	232
Early Clinical Exposure**	27	-	0	27
Community Medicine	20	20		40
FAP			27	27
(AETCOM)***	-	26	-	26
Sports and extra-curricular activities	-	-	-	10
Formative Assessment and Term examinations	-	-	-	60
Total	464	918	30	1521 #

* Including Molecular Biology

** Early Clinical exposure hours to be divided equally in all three subjects.

***AETCOM module shall be a longitudinal programme.

Includes hours for Foundation course also

Table no. 5- Distribution of Subject Wise Teaching Hours for II MBBS

Subjects	Lectures	SGL	Clinical Postings*	SDL	Total
Pathology	80	165	-	10	255
Pharmacology	80	165	-	10	255
Microbiology	70	135	-	10	215
Community Medicine	15	0	0	10	25
FAP	0	0	30		30
Forensic Medicine and Toxicology	12	22	-	08	42
Clinical Subjects	59		540	-	599
AETCOM	-	29	-	8	37
Sports, Yoga and extra-curricular activities	-	-	-	20	35
Pandemic module				28	28
Final total	316	516	585	104	1521

Pl. note: Clinical postings shall be for 3 hours per day, Monday to Friday.

There will be 15 hours per week for all clinical postings.

Table no. 6 - Distribution of Subject Wise Teaching Hours for Final MBBS part 1.

Subject	Lectures	SGL	SDL	Total
Electives	0	156	0	156
Gen. Med.	30	50	10	90
Gen Surgery	30	50	10	90
Obs. & Gyn	30	50	10	90
Pediatrics	25	30	10	65
Orthopedics	15	20	10	45
For. Med.& Tox.	40	70	20	130
Community Med	55	70	20	145
FAP (Visits +log book submission)	-	21	10	31
Otorhinolaryngology (ENT)	15	20	10	45
Ophthalmology	15	20	10	45
Clinical posting			540	540
AETCOM	0	19	12	31
Pandemic module	18	0	0	18
Total	273	546	672	1521

**Table 7: Distribution of Subject wise Teaching Hours for
Third professional part-2/ Final MBBS**

Subjects	Lectures	SGL	SDL	Total
General Medicine	95	155	55	260
General Surgery	80	140	40	260
Obstetrics and Gynecology	80	140	40	260
Pediatrics	30	60	30	120
Orthopedics	25	35	25	85
AETCOM	30	0	22	52
Dermatology	15	10	15	40
Psychiatry	15	15	15	45
Otorhinolaryngology (ENT)	15	25	15	55
Ophthalmology	15	25	15	55
Radiodiagnosis	8	15	15	38
Anesthesiology	8	15	15	38
Pandemic module	28	-	-	28
TOTAL	444	610	302	1356

Extra hours may be used for preparation of NExT or SDL.

Table no. 8: Clinical Posting Schedules in weeks

Subjects	Period of training in weeks			Total Weeks
	II MBBS	III MBBS Part I	III MBBS Part II	
Electives	0	4	0	4
General Medicine	9	4	14	27
General Surgery	7	4	10	21
Obstetrics & Gynaecology	7	4	10	21
Pediatrics	4	4	5	13
Community Medicine	4	4	0	8
Orthopaedics	2	2	4	8
Otorhinolaryngology	0	3	4	7
Ophthalmology	0	3	4	7
Psychiatry	0	2	4	6
Radio-diagnosis	0	0	2	2
Dermatology	2	2	2	6
Dentistry	1	0	0	1
Anaesthesiology	0	0	3	3
Total	36	36	62	134

Table 9: Learner- Doctor programme (Clinical Clerkship)

Year of Curriculum	Focus of Learner-Doctor programme
Year 1	Introduction to hospital environment, early clinical exposure, understanding perspectives of illness, family adoption program
Year 2	History taking, physical examination, assessment of change in clinical status, communication and patient education, family adoption program
Year 3	All of the above and choice of investigations, basic procedures and continuity of care
Year 4	All of the above (except Family adoption programme) and decision making, management and outcomes

Table 10 : Marks distribution for various subjects for University Annual Examinations

Phase of Course	Theory	Practicals	Passing criteria
1st MBBS			
Anatomy- 2 papers	Paper 1- 100	100	Mandatory to get 40% marks separately in theory and in practicals; and totally 50% for theory plus practicals.
	Paper 2 -100		
Physiology- 2 papers	Paper 1- 100	100	
	Paper 2 -100		
Biochemistry- 2 papers	Paper 1- 100	100	
	Paper 2- 100		
2nd MBBS			
Pathology - 2 papers	Paper 1- 100	100	
	Paper 2 -100		
Microbiology- 2 papers	Paper 1- 100	100	
	Paper 2- 100		
Pharmacology- 2 papers	Paper 1 -100	100	
	Paper 2- 100		
Final MBBS part 1			
Forensic Med. Tox.- 1 paper	Paper 1 - 100	50	
Community Med- 2 papers	Paper 1 -100	100	
	Paper 2- 100		

For NEXT, as per NEXT regulations.

Name of Institute:

DEPARTMENT OF Anatomy/Physiology/Biochemistry	Year/Phase- I
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[illegible]

Professor & Head	Department of	Name of Institute
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Name of Institute :

Department of Anatomy/Physiology/Biochemistry

Date : dd/mm/yyyy

Faculty : MBBS

Year/Phase-I

Continuous Internal Assessment (Practical)

S.No.	Roll No.	Name of Student	Formative Assessment				Log book (150)				Journal (Record book/ Portfolio)	Attendance (Practical)	Total
			1st PCT Practical/First Year Leaving Examination	2nd PCT Practical /Second Year Leaving Examination	Prelims Practical		Certifiable skill based competencies (Through OSPE/OSCE/Spots/Exercise/Other)	AETCOM competencies	SVL Lab activity	Research			
			100	100	100		60	30	40	20	40	10	500

Professor & Head

Department of

Name of Institute

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Name of Institute :												
DEPARTMENT OF Pathology/Pharmacology/Microbiology												
Faculty : MBBS		Year/Phase- II										
S.No.	Roll No.	Name of Student	Formative Assessment Theory			Continuous Internal assessment Theory					Total	
			1st PCT Theory	2nd PCT Theory	Prelims Theory (Paper I & II)	Home Assignment	Continuous Class Test (LMS)	Seminar	Museum study	Library assignments		Attendance Theory
			100	100	200	15	30	15	15	15	10	500

Professor & Head
Department of
Name of Institute

[illegible]

Department of _____
Name of Institute _____

DEPARTMENT OF Community Medicine

Faculty : MBBS Year/Phase 3, part 1

S.No.	Roll No.	Name of Student	Formative Assessment Theory				Continuous Internal assessment Theory					Percentage Theory (Minimum cut off 40%)	Total	Cumulative percent of Theory & Practical
			1st PCT Theory	2nd PCT Theory	Prelims Theory (Paper I & II)	Home Assignment	Seminar	Continuous Class Test (LMS)	Museum study	Library assignments	Attendance Theory			
			100	100	200	15	15	30	15	15	10			
1														
2														
3														
<p>Theory+ Practical = 500+500= 1000 (Minimum cut off 50%)</p> <p>Note: Minimum 40% separately for theory and practical and 50% cumulative in all for eligibility in summative examination</p>														

DEPARTMENT OF FMT

Faculty: MBBS,
Year/ Phase 3, part 1

S.No.	Roll No.	Name of Student	Formative Assessment Theory				Continuous Internal assessment Theory					Percentage Theory (Minimum cut off 40%)	Total	Cumulative percent of Theory & Practical
			1st PCT Theory	2nd PCT Theory	Prelims Theory (Paper I & II)	Home Assignment	Seminar	Continuous Class Test (LMS)	Museum study	Library assignments	Attendance Theory			
			100	100	100	10	10	25	10	10	10			
1														
2														
3														
<p>Theory+ Practical = 375+500= 875 (Minimum cut off 50%)</p>														

S/d

Professor & Head

Department of

* Medical College

University

State/

U.T.

Department of Community Medicine										Date : dd/mm/yyyy		
Faculty : MBBS		Year/Phase 3, part 1		Continuous Internal Assessment (Practical)								
		Formative Assessment			Log book (150)				Journal (Record book/ Portfolio)	Attendance (Practical)	Total	Percentage Practical (Minimum cut off 40%)
		1st PCT Practical/First Ward Leaving Examination	2nd PCT Practical /Second Ward Leaving Examination	Prelims Practical	Certifiable skill based competencies (Through OSPE/OSCE/Spots/Exercise/Other)	Family Adoption Programme competencies in Comm. Med	AETCOM competencies					
S.No.	Roll No.	Name of Student										
			100	100	100	60	30	30	40	10	500	%
1												
2												
3												

S/d
Professor & Head
Department of _____
* Medical College
University
State/ U.T.

Department of FMT MBBS Phase 3, Part 1										
Faculty : MBBS		Year/Phase-		Date : dd/mm/yyyy						
		Formative Assessment			Continuous Internal Assessment (Practical)				Total	Percentage Practical (Minimum cut off 40%)
		1st PCT Practical/first Ward Leaving Examination	2nd PCT Practical /Second Ward Leaving Examination	Prelims Practical	Log book (150)			Attendance (Practical)		
					Certifiable skill based competencies (Through OSPE/OSCE/Spots/Exercise/Other)	AETCOM competencies	SVL Lab activity	Journal (Record book/ Portfolio)		
S.No.	Roll No.	Name of Student								
		100	100	100	70	40	40	40	10	500
										%
1										
2										
3										

S/d
Professor & Head
Department of _____
* Medical College
University
State/ U.T.

Name of Institute :

Faculty : Final MBBS

Year/Phase- Part - II

Date : dd/mm/yyyy

DEPARTMENT OF Paediatrics/ENT/Ophthalmology

Department of Paediatrics/ENT/Ophthalmology													
S.No.	Roll No.	Name of Student	Formative Assessment_Theory				Continuous Internal assessment_Theory						Total
			1st PCT Theory	2nd PCT Theory	Prelims Theory (Paper I & H)	Home Assignment I	Continuous Class Test (LMS)	Seminar	Museum study	Library assignments	Attendance Theory		
												Self Directed Learning	
			100	100	100	10	25	10	10	10	10	375	

Name of Institute :

Department of Paediatrics/ENT/Ophthalmology

Date : dd/mm/yyyy

Year/Phase- Part -II

Faculty : Final MBBS

Continuous Internal Assessment (Practical)

S.No.			Name of Student	Formative Assessment			Log book (150)					Journal (Record book/Portf olio)	Attendance (Practical)	Total
				1st PCT Practical/First Ward Leaving Examination	2nd PCT Practical /Second Ward Leaving Examination	Previous Practical	Certifiable skill based competencies (Through USPE/OSCE/Spontaneous/Other)							
							AETCOM competencies	SVL Lab activity	Research					
			100	100	100	60	30	50	20	40	10	500		

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DEPARTMENT OF Medicine, Surgery, OBGY										Date : dd/mm/yyyy		
Faculty : Final MBBS			Year/Phase- Part - II			Continuous Internal Assessment (Practical)				Attendance (Practical)	Total	
S.No.	Roll No.	Name of Student	Formative Assessment			Log book (200)						
			1st PCT Practical/First Ward Leaving Examination	2nd PCT Practical /Second Ward Leaving Examination	Prelims Practical	Certifiable skill based competencies (Through OSPE/OSCE/Spots/Exercises/Other)	AETCOM competencies	SVT, Lab activity	Research	Journal (Record book/Portfolio)		
			100	100	200	100	40	40	20	40	10	650

Professor & Head _____
 Department of _____
 Name of Institute _____

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National Medical Commission (Undergraduate Medical Education) Guidelines, 2023

CURRICULUM FOR FAMILY ADOPTION PROGRAMME

FAMILY ADOPTION PROGRAM:

This is being introduced with the aim of village outreach program for MBBS students. Every student shall ideally adopt 5(five) families. However, minimum 3(three) families are mandatorily to be adopted by every MBBS students. Every college may arrange one diagnostic medical camp in the village wherein identification of:

- a) anaemia, malnutrition in children, hypertension, diabetes mellitus, ischemic heart diseases, kidney diseases, any other local problems may be addressed.
- b) If required, patients shall be admitted in the hospital for acute illness under care of student, charges may be waived off or provide concession or govt. schemes.
- c) For chronic illness, students shall be involved.
- d) Subsidized treatment charges may be provided under govt. schemes or welfare schemes.
- e) Medical student may be allocated about 5 families and introduced in the first visit.
- f) Camps may be arranged by Dean and Community Medicine/ P.S.M. department with active involvement of Associate/ Asst. Professors, social worker and supporting staff. Local population may be involved with village leaders.
- g) Visit by students be made to the visit as mentioned in table below. Annual follow up diagnostic camp can be continued by the PSM department.

TARGETS TO BE ACHIEVED BY STUDENTS:

First Professional Year:

- a) Learning communication skills and inspire confidence amongst families
- b) Understand the dynamics of rural set-up of that region
- c) Screening programs and education about ongoing government sponsored health related programs
- d) Learn to analyse the data collected from their families
- e) Identify diseases/ ill-health/ malnutrition of allotted families and try to improve the standards

Second Professional Year

- a) Inspire active participation of community through families allotted
- b) Continue active involvement to become the first doctor /reference point of the family by continued active interaction
- c) Start compiling the outcome targets achieved

Third Professional Year

Analysis of their involvement and impact on existing socio-politico-economic dynamics in addition to improvement in health conditions

-Final visit to have last round of active interaction with families
-prepare a report to be submitted to department addressing:

- 1) Improvement in general health
- 2) Immunization
- 3) Sanitation.
- 4) De-addiction
- 5) Whether healthy lifestyles like reading good books, sports/ yoga activities have been inculcated in the house-holds.
- 6) Improvement in anaemia, tuberculosis control
- 7) Sanitation awareness
- 8) Any other issues
- 9) Role of the student in supporting family during illness/ medical emergency
- 10) Social responsibility in the form of environment protection programme in form of plantation drive (medicinal plants/trees), cleanliness and sanitation drives with the initiative of the medical student

Curriculum for Family Adoption Programme

Professional Year	Competency The student should be able to	Objectives	Suggested Teaching Learning methods	Suggested Assessment methods	Teaching Hours
1 st Professional	• Collect demographic profile of allotted families, take history and conduct clinical examination of all family members	By the end of this visit, students should be able to compile the basic demographic profile of allocated family members	Family survey, Community clinics	Community case presentation, OSPE, logbook, journal of visit	6 hrs
	• Organize health check-up and coordinate treatment of adopted family under overall guidance of mentor	By the end of this visit, students should be able to report the basic health profile and treatment history of allocated family members	Community clinics, Multispecialty camps	Community case presentation, OSPE, logbook, journal of visit	9 hrs
	• Maintain communication & follow up of remedial measures	By the end of this visit, students should be able to provide details of communication maintained with family members for follow-up of treatment and	Reporting of follow up visits, PRA techniques (transact walk, group discussion) Community	Community case presentation, OSPE, logbook, certification of competency, journal of visit	6 hrs

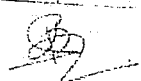
		suggested remedial measures	clinics.		
	<ul style="list-style-type: none"> Take part in environment protection and sustenance activities. 	<p>By the end of this visit, students should be able to report the activities undertaken for environment protection and sustenance study of environment of families, tree plantation, herbal plantation activities conducted in the village</p>	<p>Participation in and Process documentation of activities (NSS activities) along with reporting of photographic evidences</p>	<p>logbook certification competency, journal of visit</p>	<p>based of 6hrs</p>
					(Total 27 hrs, 9 visits)
2 nd Professional	<ul style="list-style-type: none"> Take history and conduct clinical examination of all family members 	<p>By the end of this visit, students should be able to compile the updated medical history of family members and report their vitals and anthropometry</p>	<p>Family survey, Community clinics</p>	<p>Community case presentation, OSPE, logbook, journal of visit</p>	<p>6 hrs</p>
	<ul style="list-style-type: none"> Organize health and coordinate treatment of adopted family under overall guidance of mentor 	<p>By the end of this visit, students should be able to report the details of clinical examination like Hb %, blood group, urine routine and blood sugar along with treatment history of allocated family members</p>	<p>Community clinics, Multispecialty camps</p>	<p>Community case presentation, OSPE, logbook, journal of visit</p>	<p>9 hrs</p>

• Maintain communication & follow up of remedial measures	By the end of this visit, students should be able to provide details of communication maintained with family members for follow-up of treatment, and suggested remedial measures along with details of vaccination drive	Reporting of follow up visits, PRA techniques (transact walk, group discussion) Community clinics.	Community case presentation, OSPE, logbook based certification of competency, journal of visit	9 hrs
• Take part in environment protection and sustenance activities.	By the end of this visit, students should be able to report the activities undertaken for environment protection and sustenance like study of environment of families, tree plantation, herbal plantation activities conducted in the village	Participation in and Process documentation of activities (NSS activities) along with reporting of photographic evidences	logbook based certification of competency, journal of visit	6 hrs
				(Total 30 hrs, 10 visits)

3 rd Professional	• Take history and conduct clinical examination of all family members	By the end of this visit, students should be able to update the medical history of family members and their vitals and anthropometry	Family survey, Community clinics	Community case presentation, OSPE, logbook, journal of visit	3hrs
	• Organize health check-up and coordinate treatment of adopted family under overall guidance of mentor	By the end of this visit, students should be able to report the details of clinical examination like Hb %, blood group, urine	Community clinics, Multispecialty camps	Community case presentation, OSPE, logbook, journal of visit	3hrs

		routine and blood sugar along with treatment history of allocated family members			
<ul style="list-style-type: none"> Maintain communication & follow up of remedial measures 		By the end of this visit, students should be able to provide details of communication maintained with family members for follow-up of treatment, and suggested remedial measures along with details of vaccination drive	Reporting of follow up visits, PRA techniques (transact walk, group discussion) Community clinics.	Community case presentation, OSPE, logbook based certification of competency, journal of visit	3hrs
<ul style="list-style-type: none"> Take part in environment protection and sustenance activities. Council the family members of allotted families and analyze the health trajectory of adopted family under overall guidance of mentor 		<p>By the end of this visit, students should be able to report the activities undertaken for environment protection and sustenance like study of environment of families, tree plantation, herbal plantation activities conducted in the village.</p> <p>By the end of this visit, students should be able to analyze and report the health trajectory of adopted family along with remedial measures adopted at individual, family and community level</p>	Participation in and Process documentation of activities (NSS activities) along with reporting of photographic evidences, Small group discussion (report of the health trajectory of adopted family)	logbook based certification of competency, journal of visit	3hrs
					(total 21 hrs. 7 visits)

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LOG BOOK FOR FAMILY ADOPTION

COLLEGE NAME :

UNIVERSITY :

ADDRESS DETAILS :

NAME OF THE STUDENT :

ROLL NO :

VILLAGE NAME :

TEHSIL DISTRICT :

STATE UNION TERRITORY :

NAME OF THE MENTOR :

MENTOR STATUS :

Asst. Prof. S.R. And Details
(If changed, details of subsequent
mentors)

NAME OF ASHA WORKER :

ADDRESS OF ASHA WORKER :

EXPERIENCE

(SINCE HOW MANY YEARS IS HE /SHE EMPLOYED)
(SEPARATE PAGE FOR EACH FAMILY BE MAINTAINED)

- Family name and address
- Approximate size of living space of house-hold
- Malaria, flu, etc pertinent to the region

- 1) If there is any illness or medical emergency required by the house-hold, the student should take initiative in being the primary contact for the family.
- 2) The student in turn should consult his/her mentor for further management of the patient.
- 3) The hospital to which the college is attached must provide treatment facilities to the patient.
- 4) Government schemes may be utilized for optimal management.
- 5) Follow-up records must be maintained by the student. These must be periodically evaluated by mentors with the help of senior residents.
- 6) The entire data sheet may be prepared by every student and submitted by the end of 6th semester for evaluation.
- 7) Progress notes must include every demographic point and history recorded.

**GUIDELINES FOR MANPOWER REQUIREMENT FOR RESEARCH FACILITIES
IN A MEDICAL COLLEGE**

Research labs can be under following categories:

1. Molecular lab
2. Stem cell research lab
3. Cytogenetics
4. HLA and tissue typing research lab

Applied Clinical research for organ perfusion, cancer research, in vitro fertilization, etc. can be under any of the above research facilities.

MANPOWER

(1) Lab Director post-1

Minimum Qualifications required :	MD Path/MD Microbiology/MD Transfusion Medicine/MD Biochemistry. Faculty with PhD (Medical subject will be preferred)
Lab work :	10 years experience
Lab research related publications :	Minimum 10 in last 10 years

(2) Lab Supervisor post-1 (per research facility)

Minimum Qualifications required :	MD Path/ MD Microbiology/ MD Transfusion Medicine/ MD Biochemistry Faculty with PhD (Medical subject) will be preferred or MSc in life sciences with Ph.D. from Medical college
Lab work :	7 years experience
Lab research related publications :	Minimum 5 in last 5 years

(3) Senior Scientific Research Officer posts- 1 or more (per research facility)

Minimum Qualifications required : PhD with MD Path/ MD Microbiology/
MD Transfusion Medicine/ MD
Biochemistry/PhD in medical college or
MSc in life sciences with PhD from
medical college
Lab work : 4years experience
Lab research related publications : Minimum 3 in last 3 years

(4) Junior Research Officer-posts- 1 or more (per research facility)

Minimum Qualifications required : MD Path/ MD Microbiology/ MD
Transfusion Medicine/ MD Biochemistry
or Diploma in Clinical Pathology/ MSc
in life sciences, PhD scholar/ Postdoc
fellow
Diploma holder in any branch may
pursue PhD if experience / research
inclinations proved for minimum of 1
year. They can be enrolled for integrated
Master's PhD course.
Lab work : 1 year experience
Lab research related publications : Preferably 1 in last 2 years

(5) Laboratory Technicians- Posts- 2 (minimum)

Minimum Qualifications required : B.Sc/ M.Sc, in life sciences including
Biotechnology.

DMLT

(6) Data entry operator/ Clerk – (As per requirement)

(7) Store keeper – post 1 (minimum)

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(8) Biostatistician- post 1(minimum)

(9) Lab attendant (As per requirement)

(10) Peon/ Multi-task worker (As per requirement)

(11) Clinical Monitors (As per requirement)

Minimum Qualifications required

: A medical professional having
MBBS degree or above with
research inclination

(12) Social worker/ MSW with applied research inclinations (As per requirement)

Guidelines regarding admission of students with "Specified Disabilities" under the Rights of Persons with Disabilities Act, 2016 with respect to admission in MBBS Course.

- Note : 1. The "Certificate of Disability" shall be issued in accordance with the Rights of Persons with Disabilities Rules, 2017 notified in the Gazette of India by the Ministry of Social Justice and Empowerment [Department of Empowerment of Persons with Disabilities (*Divyangjan*)] on 15th June 2017.
2. The extent of "specified disability" in a person shall be assessed in accordance with the "Guidelines for the purpose of assessing the extent of specified disability in a person included under the Rights of Persons with Disabilities Act, 2016 (49 of 2016)" notified in the Gazette of India by the Ministry of Social Justice and Empowerment [Department of Empowerment of Persons with Disabilities (*Divyangjan*)] on 4th January 2018.
3. The minimum degree of disability should be 40% (Benchmark Disability) in order to be eligible for availing reservation for persons with specified disability.
4. The term 'Persons with Disabilities' (PwD) is to be used instead of the term 'Physically Handicapped' (PH).

S. No.	Disability Type	Type of Disabilities	Specified Disability	Disability Range		
				Eligible for Medical Course, Not Eligible for PwD Quota	Eligible for Medical Course, Eligible for PwD Quota	Not Eligible for Medical Course
1	Physical Disability	A. Locomotor Disability, including Specified Disabilities (a to f).	a. Leprosy cured person*	Less than 40% disability	40-80% disability Persons with more than 80% disability may also be allowed on case to case basis and their functional competency will be determined with the aid of assistive devices, if it is being used, to see if it is brought below 80% and whether they possess sufficient motor ability as required to pursue and complete the course satisfactorily	More than 80%
			b. Cerebral Palsy**			
			c. Dwarfism			
			d. Muscular Dystrophy			
			e. Acid attack victims			
			f. Others*** such as Amputation, Poliomyelitis, etc.			
			<p>* Attention should be paid to loss of sensations in fingers and hands, amputation, as well as involvement of eyes and corresponding recommendations be looked at</p> <p>** Attention should be paid to impairment of vision, hearing, cognitive function etc. and corresponding recommendations be looked at</p> <p>*** (i) Both hands intact, with intact sensations, sufficient strength and range of motion are essential to be considered eligible for medical course.</p> <p>(ii) Movement of the upper limb with respect to all the joints (shoulder, elbow, forearm, wrist and all fingers) to be considered. Full power, intact, in the dominant upper limb is necessary.</p> <p>(iii) For non-dominant upper limb, power of 4/5 or above is recommended.</p>			
		B. Visual Impairment (*)	a. Blindness	Less than 40% disability ¹		Equal to or More than 40% Disability
			b. Low vision			
		C. Hearing impairment ²	a. Deaf	Less than 40% Disability		Equal to or more than 40% Disability
			b. Hard of hearing			
		<p>(*) Persons with Visual impairment / visual disability of equal to or more than 40% may be made eligible to pursue MBBS Course and may be given reservation, subject to the condition that the visual disability is brought to a level of less than the benchmark of 40% with advanced low vision aids such as telescopes / magnifier etc.</p> <p>² Person with hearing disability of more than 40% may be made eligible to pursue MBBS Course and may be given reservation subject to condition that the hearing disability is brought to a level of less than the benchmark of 40% with the aid of assistive devices/cochlear implants (CI).</p> <p>In addition to this, the individual should have speech discrimination score of more than 60%</p>				

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Type of Disabilities		Disability Range				
		Specified Disability	Eligible for Medical Course, Not Eligible for PwD Quota	Eligible for Medical Course, Eligible for PwD Quota	Not Eligible for Medical Course	
		Organic/ neurological causes	Less than 40% Disability		Equal to or more than 40% Disability	
D. Speech & language disabilities						
§ Persons with Speech Intelligibility Affected (SIA) shall be eligible to pursue MBBS Courses, provided Speech Intelligibility Affected (SIA) score shall not exceed 3 (three), which is 40% or below. Persons with Aphasia shall be eligible to pursue MBBS Courses, provided Aphasia Quotient (AQ) is 40% or below.						
2.	Intellectual disability	a. Specific learning disabilities (Perceptual disabilities, Dyslexia, Dyscalculia, Dyspraxia & Developmental aphasia)	# currently there is no Quantification scale available to assess the severity of SpLD, therefore the cut-off of 40% is arbitrary and more evidence is needed.			
			Less than 40% Disability	Equal to or more than 40% disability and equal to or less than 80% But selection will be based on the learning competency evaluated with the help of the remediation/assisted technology/aids/instructional changes by the Expert Panel. According to the Notification dated 09.12.2020 by the Department of Empowerment of Persons with Disabilities (Divyangjan), Ministry of Social Justice, diagnosis of SLID using NIMHANS SLID Battery should be equated to more than 40% disability. Any person with SLID and more than 40% disability should be allowed to complete at par with other PwDs under the reservation quota for PwDs.	More than 80% or severe nature or significant cognitive/intellectual disability.	
		b. Autism spectrum disorders	Absence or Mild Disability, Asperger syndrome (disability of upto 60% as per ISAA) where the individual is fit for MBBS course by an expert panel.	Currently not recommended due to lack of objective method to establish presence and extent of mental illness. However, the benefit of reservation/quota may be considered in future after developing better methods of disability assessment.	More than 60% disability or presence of cognitive/intellectual disability and/or if the person is unfit for pursuing MBBS course by an expert panel.	
3.	Mental Behaviour	*** Mental Illness	Mental illness will be no bar for taking admission in MBBS Course provided the candidate is able to qualify the NEET UG. However, the benefit of reservation quota may be considered in future after developing better methods of disability assessment.			
4.	Disability caused due to	a. Chronic Neurological Conditions	i. Multiple Sclerosis	Less than 40% Disability	40-80% disability	More than 80%
			ii. Parkinsonism			
		b. Blood Disorders	i. Hemophilia	Less than 40% Disability	10-80% disability	More than 80%
			ii. Thalassemia			
		iii. Sickle cell disease				

S. No.	Disability Type	Type of Disabilities	Specified Disability	Disability Range		
				Eligible for Medical Course. Not Eligible for PwD Quota	Eligible for Medical Course. Eligible for PwD Quota	Not Eligible for Medical Course
5.	Multiple disabilities including deaf		More than one of the above specified disabilities	<p>Must consider all above while deciding in individual cases recommendations with respect to presence any of the above, namely, Visual, Hearing, Speech & Language disability, Intellectual Disability, and Mental Illness as a component of Multiple Disability.</p> <p>Combining Formula as notified by the related Gazette Notification issued by the Govt. of India</p> $a + \frac{b(90-a)}{90}$ <p>(where a= higher value of disability % and b=lower value of disability % as calculated for different disabilities)</p> <p>is recommended for computing the disability arising when more than one disabling condition is present in a given individual. This formula may be used in cases with multiple disabilities, and recommendations regarding admission and/or reservation made as per the specific disabilities present in a given individual</p>		

*** That by virtue of the order dated 18.05.2023 passed by the Hon'ble Supreme Court of India in WP (C) No. 1093 of 2023 titled Vishal Gupta Vs UOI & Ors., the Under Graduate Medical Education Board, an autonomous board under National Medical Commission, constituted an expert committee. Accordingly on 14th July, 2023, the expert meeting was held and the issues related to the review of guidelines specifically with respect to Specific learning disabilities (SLD), Autism spectrum disorders (ASD) and Mental Illness, were discussed in detail. Thereafter recommendations based on the discussions held in the meeting were received in the commission and such recommendations were considered by the UGMEB.

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पॉकेट-14, सेक्टर-8, द्वारका, फेस-1, नई दिल्ली
Pocket- 14, Sector- 8, Dwarka,
Phase - 1, New Delhi-77

राष्ट्रीय आयुर्विज्ञान आयोग
National Medical Commission
(Undergraduate Medical Education Board)

F. No. U/14021/8/2023-UGMEB
2023


Dated the 1st September,

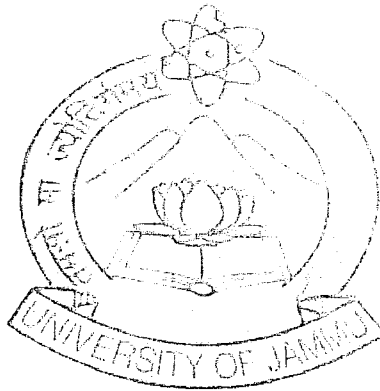
CORRIGENDUM

**Subject : Competency Based Medical Education Curriculum (CBME) Guidelines-
National Medical Commission.**

Kindly refer to the communication of even no. dated 01st August, 2023 on the above mentioned subject and to inform that provisions at page 58 of CBME is amended as under :

Page 58 of CBME Guidelines	Amended page 58 of CBME Guidelines
In subjects that have two papers, the learner must secure minimum 50% of marks in aggregate (both papers together) to pass in the said subject.	In subjects that have two papers, the learner must secure minimum 40% of marks in aggregate (both papers together) to pass in the said subject.
Criteria for passing in a subject : A candidate shall obtain 50% marks in University conducted examination separately in Theory and in Practical (practical includes; practical/clinical and viva voce) in order to be declared as passed in that subject.	Criteria for passing in a subject : A candidate shall obtain 50% marks in aggregate and 60:40 (minimum) or 40:60 (minimum) in University conducted examination separately in Theory and in Practical (practical includes; practical/clinical and viva voce) in order to be declared as passed in that subject.


01/9/2023
(Shambhu Sharan Kumar)
Director, UGMEB



**University of Jammu, Jammu
Jammu & Kashmir, India**

**University of Jammu Research Fund
(UoJRF) for Permanent Faculty
Members and Scientists of
Departments/ Centres/ Offsite
Campuses
(Research Promotion and Support Scheme)**

INTRODUCTION

The University Research Fund has been instituted by the University of Jammu vide University Council Notification No. 01 of 2019 dated 29.07.2019. It aims to strengthen the research activities of the departments/ centres/ offsite campuses. The quality of research and teaching serves as one of the major factors for prestigious accreditation to the University by NAAC. The said fund shall provide bedrock for the young and upcoming faculty members/ scientists/ researchers of the University to bank on assured financial support for continuous engagement in research that shall benefit academic pursuits of the University.

AIMS & OBJECTIVES

The University of Jammu Research Fund (UoJRF) aims to support the permanent teaching faculty and scientists working in the main campus and offsite campuses in developing ideas with disruptive innovation potential through concrete projects (Independent, Interdisciplinary, Multidisciplinary or Transdisciplinary). The UoJRF also intends to provide research support to faculty members and scientists to motivate them to undertake quality research projects. The University of Jammu, through this fund strives to develop research ecosystem in the University, where every researcher shall be given opportunity to translate novel ideas into reality and create a foundation for obtaining larger funding from extramural sources. Through this financial support, the office of Dean, Research Studies (DRS) seeks to promote close academic interaction with industry and society to develop innovative technologies and promote intellectual capital.

GUIDELINES

1. Categories

1.1 Research Projects

The office of Dean, Research Studies shall notify the invitation of research project proposals by issuing the notification and uploading the same on website of University of Jammu once a year at the beginning of each financial year depending upon the availability of funds. The last date for the receipt of project proposals shall be one month from the date of notification for call of projects. The applications for research projects shall be invited under the following categories:

Category	No. of Project Investigator/s	Amount of Grant	Duration of Project
I.1	Single Faculty Member/Scientist	<ul style="list-style-type: none"> Upto Rs. 3,00,000 (Three Lakh Rupees) for Humanities, Social Sciences & Languages Upto Rs. 4,50,000 (Four Lakh and Fifty Thousand Rupees) for Sciences/Experimental/Field Sciences (including grant of equipment upto Rs. 50,000 only) 	Two years (24 months)
I.2	Two Faculty Members/Scientists of a Department	<ul style="list-style-type: none"> Upto Rs. 4,00,000 (Four Lakh Rupees) for Humanities, Social Sciences & Languages Upto Rs. 6,00,000 (Six Lakh Rupees) for Sciences/Experimental/Field Sciences (including grant of equipment upto Rs. 75,000 only) 	Two years (24 months)
I.3	At least Three faculty Members/Scientists of different Departments/Faculties applying for an Inter/Transdisciplinary research proposal	Upto Rs. 10,00,000 (Ten Lakh Rupees) for Humanities, Social Sciences, Languages Sciences/Experimental/Field Sciences (including grant of equipment upto Rs. 2,00,000 only)	Two years (24 months)

In order to encourage newly recruited permanent faculty members/scientists to conduct a pilot study before submitting a full-fledged major research project proposal to the State/National funding agency, a one-time seed grant upto Rs. 1, 00,000 (One Lakh Rupees) will be provided to be spent within a period of one year subject to the availability of funds. Such support shall be available within four years of appointment only.

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Note: Every research proposal shall be submitted after due plagiarism check from Dhanvantri Library.

1.2 Paper Presentation at National / International Conference / Seminar / Workshop

- a) The request for the partial funding to meet the expenditure to attend the conference/ seminar/ workshop/ seminar/ colloquium/ brain storming session, etc should be submitted (Form-IV) at least two months before the actual date of the event.
- b) Partial funding upto Rs 15,000/- (fifteen thousand) once a year (within India) and Rs. 60,000/- (sixty thousand) once in three years (outside India) shall be provided to meet partial expenses (registration/ travel/ local hospitality) of the faculty members/scientists to present their research papers/ lead session/ keynote address or chair the technical session in national/ international conference/ seminar/ workshop, etc. This financial help shall be provided only to those who have not availed financial assistance for the purpose from the "Social Infrastructure Fund and/ or any other Centralised Fund" of the University of Jammu.
- c) Partial funding shall be provided to meet travel expenses as per entitlement and norms of University of Jammu (as applicable) and local hospitality of subject expert invited by the Department/ Centre/ Campus to deliver specialized lecture in the interest of the development of research as per the norms of University of Jammu. The DAC shall recommend the name of subject expert along with their curriculum vitae and proper justification for the consideration of partial funding.
- d) Funding upto Rs 5,000/- shall be provided once a year to bonafide research scholars pursuing Ph.D. meet travel (AC-Tier III)/ registration fee to attend international/ national conference/ symposium/ workshop (within India) provided his/her abstract has been accepted for presentation.
- e) The TA/DA to faculty members/ scientists/ research scholars shall be paid as per the entitlement and financial norms of the University of Jammu.

- f) All such proposals/ requests received from faculty members/ scientists/ research scholars shall be examined by the Committee chaired by DRS and its members as Dean of concerned faculty and 3 nominees of the Vice- Chancellor from different disciplines. The committee shall be constituted on annual basis at the start of each financial year.

Note: University of Jammu reserves the right to approve/deny any proposal submitted under this clause without assigning any reason.

1.3 Financial support for publication of Research Paper:

Financial support of Rs. 30,000/- (maximum) as publication grant be given to faculty members to publish in journals of repute preferably indexed journals with following conditions:-

- a) The corresponding author and/ or first author shall be a permanent faculty member of the University of Jammu.
- b) The financial assistance shall be given to the corresponding author and/ or first author of the research paper.
- c) The financial support may be extended upto twice in a year subject to the availability of funds.
- d) Preference shall be given to those applicants who have not availed financial support during last 2 years.
- e) The amount to be provided as partial financial support for the processing/ editing/ publication fee shall be maximum of Rs.30,000/- or actual, whichever is less. However, the professional proofreading/ editing charges shall be reimbursed only if paper gets published.
- f) The amount of financial support shall be provided in Indian Rupees only.
- g) In exceptional cases, the competent authority shall be authorized to increase the said grant, on request of the author, on case to case basis.

1.4 Organisation of Conference/ Workshop/ Seminar by the Departments

- a) Partial assistance upto Rs. 50,000/- (maximum) per annum shall be provided for organizing programs like short-term (less than 15 days) workshops or training programs/ seminar/ symposia and international/ national/ regional/ state conference subject to the

availability of funds. All such proposals shall be scrutinised by committee duly constituted by DRS.

- b) This financial help shall be provided only to those who have not availed financial assistance for the purpose from the "Social Infrastructure Fund and/ or any other Centralised Fund" of the University of Jammu.

2. Financial Resources

- a) The University of Jammu shall earmark a substantial grant from various sources of funding that shall serve as seed money to institute the fund.
- b) The overhead grant deducted by the Grants Section of the University from out of the grants of various research projects sponsored by International/National/State funding agencies shall be credited to UoJRF.
- c) The University share of consultancy fee received by the faculty members/ scientists/ researchers shall be credited to UoJRF.
- d) Any other source/s such as donations from alumni, industry/ corporate, etc. identified by the University from time to time and approved by the Vice-Chancellor.
- e) Annual fee to be charged from every registered PhD scholar from time to time.
- f) The 20% of the tuition fee collected from the international research scholars shall be deposited in the UoJRF.

3. Submission of the Research Project Proposals

- a) The research project proposal shall be submitted by the Principal Investigator by submitting Project Submission Form (Form-I) to the office of Dean, Research Studies.
- b) The research proposals should be recommended and forwarded through the office of concerned HoD/ Director/ Rector and Dean of the Faculty concerned.
- c) The HoD shall certify that the concerned department/ centre/ campus will provide the basic minimum infrastructure facilities (including space, water, electricity, laboratory, library facility, etc.) to PI.

- d) The research proposal submitted by PI shall be processed by HoD of concerned Department/ Centre/ Campus within three working days from the date of submission of project proposal and transmitted further to the office of Dean, Research Studies.
- e) The PI shall not demand any teaching/ non-teaching post except one research assistant in the research proposal. If approved at the time of sanctioning of the research project, to be engaged at a rate of Rs. 10,000 per month out of the sanctioned project grant through the following process:
- i. PI shall call applications for engagement of research assistant on temporary basis.
 - ii. The selection shall be made by Selection Committee consisting of Dean of Faculty concerned as Convener with one senior professor of the faculty and PI as members.
 - iii. PI shall forward the minutes along with the name of selected candidate to the office of DRS for further necessary action.
- f) If approved at the time of sanctioning, one person for secretarial assistance may be engaged at a rate of Rs. 1000 per month subject to the fulfillment of following conditions:
- i. Notice inviting applications for engagement of temporary secretarial staff under project/s be displayed on the notice board of the department. However actual selection be made by the PI and forward the same to the DRS for further necessary action.
 - ii. The engaged temporary staff should have functional knowledge of at least six months about maintenance of books and accounts, banking transactions and routine work connected with project/s.
 - iii. The temporary secretarial staff be engaged on the recommendations of PI and duly forwarded by the respective Head of the Department/ Centre/ Campus.
 - iv. Preference be given to the regular non-teaching staff of the University. However, the engaged temporary secretarial staff shall work after office hours.
- g) The PI can engage upto 3 (three) field assistants (students/ research scholars) to conduct surveys as per sanction of the research project at a rate of Rs 5000 per month as stipend. These engaged students will work over and above the class work/ research work. Else the

engagement as field assistant may also be made at a rate of Rs 500 per day upto a maximum of Rs 5000 per month.

PI shall engage field assistants through the following process:

- i. PI shall notify the advertisement for engagement of field assistant on notice boards of departments of the University.
 - ii. PI shall scrutinise the applications and call shortlisted applicants for personal interaction/ interview.
 - iii. The selection shall be made by the committee approved by DRS..
 - iv. The committee will consist of a minimum of three members, of which one member shall mandatorily be nominee of DRS. The PI will be the convener of committee.
 - v. PI shall forward the minutes along with the name of selected candidate to the office of DRS for further necessary action.
- h) Only one research project shall be allotted to a PI at a time. The PI can submit a fresh research proposal only after completion of the already sanctioned project by submitting Utilization Certificate and Project Completion Report on time.
- i) So as to promote interdisciplinary/ multidisciplinary/ transdisciplinary research a PI shall be allowed to join as Co-PI in only one research project during the tenure of his/her sanctioned project. Whereas a Co-PI can participate in maximum of two research projects simultaneously.

4. Procedure for Sanction of the Research Projects

- a) Projects will be invited once a year at the beginning of each financial year depending upon the availability of funds.
- b) All projects submitted under call shall be scrutinized by Expert Committee constituted by the competent authority.
- c) The projects will be scrutinised based on innovation, societal impact, regional relevance, critical thinking, indigenous understanding, Indian knowledge system, etc.
- d) The projects will be allocated based on the recommendations/ decision of the Expert Committee and endorsement by DRS.

- e) The Vice- Chancellor will have the powers to approve the recommendations and/ or amend any clause of the recommendations of the Expert Committee.
- f) The number of research projects to be sanctioned will be subject to the availability of funds and quality of the project proposal/s submitted.
- g) The office of Dean, Research Studies shall issue the sanction letter giving details of the grant sanctioned with break-up under various budget heads to the PI with information to concerned HoD/ Director/ Rector and Finance Section within one month (30 days) of the recommendations of the Expert Committee.
- h) The sanction letter of the research project should clearly indicate the terms and conditions for the execution of the project. The PI should book the expenditure as per the conditions of the sanction. Advance grant if required for any purchase by the PI shall be allowed by the Grants Section.
- i) The PI/CO-PI shall submit the Project Initiation Form (Form-II) to the office of DRS and Grants Section after receiving the sanction letter of the project. The date mentioned in the Project Initiation Form shall be treated as actual date for the initiation of the said project and shall be treated final.

5. Procedure for the Monitoring of the Sanctioned Projects

- a) The research project sanctioned under UoJRF shall be monitored by the Departmental Research Project Monitoring Committee (DRPMC) every six months of the commencement of the research project and the PI shall submit Six Monthly Project Progress Report (Form-III) through concerned Dean of Faculty in the office of Dean, Research Studies.
- b) The DRPMC shall comprise of Dean of concerned faculty (Convener), Head of the concerned department, one senior professor of the concerned department, one senior professor of the faculty and one senior associate professor (by rotation).

Note: In case of departments where required number of faculty members is not available as per the proposed constitution of the committee, the concerned Dean of Faculty shall nominate faculty of same level from different departments under same faculty

- c) The Minutes of the meeting of DRPMC along with progress report shall be discussed in the office of Dean Research Studies.
- d) The Centralized Committee chaired by DRS and Deans of all Faculties as members and one nominee of the Vice- Chancellor will finally examine the progress reports for further necessary action.

6. Procedure for Operation of the Sanctioned Projects

- a) All purchases shall be supervised and handled by Departmental Purchase Committee (DPC) of the concerned Department/ Campus/ Centre. The PI/Co-PI shall be co-opted member of DPC for the purpose of purchase under the project. All purchases shall be in accordance to the financial code laid down by University of Jammu from time to time. The copy of same can be requested from the Finance Wing of the University.
- b) The period spent by the PI/Co-PI on field work or collaborative work in another Laboratory relating to research work of the project (in India) shall be treated on duty (provided this does not affect the teaching obligation) upto a maximum of 10 days in a calendar year on the analogy of Special Casual Leave and will need the approval of the competent authority and on recommendation of the concerned Head of Department and Dean, Research Studies.
- c) The PI shall submit the statement of expenditure and Utilization Certificate (copy of which can be obtained from the office of Finance) of the project at the close of each financial year to the Finance Branch without fail as per the deadlines prescribed by Finance Section from time to time. A copy of the same shall be sent to the office of Dean, Research Studies through HoD.
- d) Cost of advertisements in newspaper/s for procurement of minor equipments shall be met out of budget head "Contingency". The re-appropriation of grant under various budgetary heads in a sanctioned research project shall be allowed once during the duration of project subject to the approval of the competent authority.
- e) Expenses to meet local and domestic travel (other than field), registration fee towards participation of PI/Co-PI in Conferences/ Symposia are permissible out of the sanctioned

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Dr. J. M.

project grant. Visits to other laboratories (in India) for discussions in collaborative research work are subject to prior approval of the competent authority.

- f) In view of the exigencies that may arise during the work in the project, which are not covered under the above provisions, the PI/Co-PI may with prior approval of competent authority, meet such expenditure as may be necessary for the smooth functioning of the project out of this fund on the recommendations of office of DRS.
- g) For the fieldwork the PI/Co-PI or any project staff shall be allowed to hire vehicle from the government registered transporters. The cost for hiring vehicle shall be allowed as per the rates approved by the government transport department.
- h) The PI/Co-PI or any project staff shall be allowed to hire porter/ labour/ pony, wherever necessary. The charges to hire a labour/ porter/ pony shall be at the rate of upto Rs. 600/- per day in each case to be met out of the project grant allocated.

7. Maintenance of Stock Registers

- a) Each project shall have separate stock register for assets, accession, consumable and non-consumable articles, etc which shall be verified by the PI and the Co-PI/s concerned and any other unit of the University as shall be applicable. The stock entry shall be simultaneously maintained in the departmental stock register.
- b) Each article purchased shall be entered on separate page with full particulars unless the transactions in respect of articles are small in number, in which case a page may be utilized for recording receipt and issue for more than one article provided the accounts in respect of different articles are not mixed up on that page.
- c) Equipment purchased specifically for the research project will be the property of the University on the termination of the project.

8. Closure of the Research Project

- a) Closure of the project shall be done within four months of the completion of the project. The final technical (Form-V) and fiscal report shall be prepared by the PI in accordance and submitted to the office of Dean, Research Studies with a copy to Grants Section through the concerned HoD. The PI/Co-PI shall make power point presentation of the

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research project, before the final submission of report, in the concerned DRPMC. The PI/Co-PI shall attempt that atleast one research paper from the research project work is published /accepted for publication in a reputed journal. The details of the publication emanating from research work shall constitute the part of the final progress report submitted.

- b) The PI shall be required to submit the Utilization Certificate at the end of each year as the case may be. The final Utilization Certificate duly audited by the Chartered Accountant of the University along with the final project report as per the prescribed format shall be submitted within two months of the completion of project duration. The report should clearly mention if the said project study has enabled the PI and the research team to consider for applying for further research for funding at national/international level. Further details of the activities under taken, if any, be recorded in particular.
- c) University of Jammu shall be acknowledged as the funding agency in publication/ outreach/ any other activities and/or related outcomes.

9. Maintenance of Scientific Equipments

- a) Any equipment purchased from this grant shall be purchased with the provision of Annual Maintenance Contracts (AMCs).
- b) University of Jammu will identify the instruments of central importance and work out the provision for maintenance of the same.
- c) A separate budget for maintenance and repair of such equipments shall be identified by the University of Jammu.

NOTES:

- 1. In case/s where norms of University of Jammu are not available, the norms of UT of Jammu and Kashmir will be applicable.
- 2. Faculty member/ scientist shall be allowed to work as a PI/Co-PI only upto the age of superannuation.

3. In case of any untoward eventuality or after the superannuation of PI, pending advances and subsequent transactions under the project shall be the responsibility of the Co-PI/s of the project.
4. The PIs should stop signing all the financial documents at least six months before the due date of their superannuation in order to facilitate issuance of No Dues Certificates to them by the University.
5. Expenses to meet filing of Indian or global patents and IPRs as per rules in consultation with Finance Office and after getting prior approval of Vice-Chancellor are allowed.
6. Life membership or annual membership of the academic bodies/societies is not allowed out of the fund.
7. No books or any research material shall be purchased out of the research project grant.
8. All matters of administrative nature shall be routed through HOD while executing the project.
9. The financial support under all categories shall be subject to availability of funds/ grants with UoJRF.

UNIVERSITY OF JAMMU
UNIVERSITY OF JAMMU RESEARCH FUND (UoJRF)

FORM-I
PROJECT SUBMISSION FORM
(Submit 'n' Triplicate)

1. Name of the Principal Investigator:
2. Designation:
3. Date of Birth:
4. Department/Centre/Campus:
5. Name of the Co-Principal Investigator/s:
6. Designation:
7. Date of Birth:
8. Department/Centre/Campus:
9. Title of the project (in bold):
10. Duration of the project (24 months) From _____ to _____
11. Category under which applied 1.1/1.2/1.3 (strike off whichever is not applicable)
12. Whether plagiarism has been checked. Yes/No(If yes, attach plagiarism report)
13. Details of funding requested

a. Consumables:

Justification:

b. Equipment:

Justification:

c. Travel (domestic and field):

Justification:

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d. Contingency:

Justification:

e. Total funds requested:

14. Requirement of any additional space from the Department/ Centre/ Campus-Yes/No

(If yes, give Justification)

15. a) Total no. of ongoing projects with the PI-

Give details of on-going projects such as title, funding agency, total grant sanctioned date of initiation of the project and quantum of work (in terms of percentage) completed till date:

b) Total No. of projects completed by the PI

Give details of completed projects such as title, funding agency, total grant sanctioned, date of initiation, closure of the project and brief summary of completed projects:

16. Project proposal (attach document)

- Title (in bold)
- Summary (Min. 2500 words)
- Objectives (not more than three)
- Methodology (in bullets)
- Expected output and outcome of the project
- Schedule of work for 24 months (0-6 months, 7-12 months, 13-18 months and 19-24 months)

17. I/We certify that no civil/electrical modifications shall be carried out without the express permission of the University Engineering Department and the Registrar. We will follow the norms for the operation of the projects framed, from time to time, by the University.

Name & Signature of the Principal Investigator

Date

Name & Signature of the Co-Principal Investigator/s

Date

Recommendations of the HoD

I certify that the concerned Department/Centre/Campus would provide the basic minimum infrastructure facilities (space, water, electricity, laboratory, library facility, etc) to the PI.

Head of the department/Director of Center/Campus

Recommendations of the Dean, Faculty Concerned

Dean, Faculty Concerned

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PdH

For Office Use Only

Project file Reference No. UojRF/year/deptt./centre/campus/number
(three digit)

Received on _____

Dealing Clerk

S.O.

Meeting held on _____

Dealing Clerk

S.O.

Approved / Not Approved (strike off whichever is not
applicable)

Total Grant sanctioned (both in figures and words), If
approved

Assistant/Deputy Registrar

-6773-

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UNIVERSITY OF JAMMU
UNIVERSITY OF JAMMU RESEARCH FUND (UoJRF)

FORM-II
PROJECT INITIATION FORM
(Submit in duplicate)

1. Name of the Principal Investigator with designation:
2. Department/Centre/Campus:
3. Name of the Co- Principal Investigator/s with designation:
4. Department/Centre/Campus:
5. Title of the Project (as approved in sanction letter):
6. Tentative Duration of the Project: From: To:
7. Details of grant sanctioned:
 - a) Consumables-
 - b) Equipment-
 - c) Travel (domestic & field)-
 - d) Contingency-
8. Date of Initiation of current Project:

I/We certify that no civil/electrical modifications shall be carried out without the express permission of the University Engineering Department and the Registrar. We will follow the norms for the operation of the projects framed, from time to time, by the University.

Name & Signature of the Principal Investigator

Date

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[Handwritten Signature]

Name & Signature of the Co- Principal Investigator/s

Date

(Submit a copy of duly filled Form to Grants Section & concerned HoD)

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UNIVERSITY OF JAMMU
UNIVERSITY OF JAMMU RESEARCH FUND (UoJRF)

FORM-III
SIX MONTHLY PROGRES REPORT
(submit in duplicate)

1. Title of the project:
2. Name & Designation of Principal Investigator:
3. Name & Designation of Co- Principal Investigator/s:
4. Duration of the project:
5. Sanctioned grant:
6. Date of initiation of the project:
7. Approved objectives of the project:
8. Objectives achieved:
9. Report on research work completed in the current project (Min. 1000 words):
10. Research work to be completed, in next six month schedule, in the current project (Min.1000 words):
11. Deliverables, if any

Comments of the concerned DRPMC

Page

UNIVERSITY OF JAMMU
UNIVERSITY OF JAMMU RESEARCH FUND (UoJRF)

Form-IV

Partial Funding to Attend/ Participate in National/International Conference/
Seminar/ Workshop/ Brain Storming Session Etc.

1. Name:
2. Designation:
3. Department/Campus/Centre/Campus:
4. Title of the Conference/Workshop/Seminar/Colloquium/Brain Storming Session:
5. Name of University/ Campus/Organization holding theConference/Workshop/ Seminar
/Colloquium/Brain Storming Session:
6. Presenting key note address/Primary session address/Inaugural session address/research paper
(strike off whichever is not applicable) and attach documentary proof to this effect.
7. Invited to chair the technical session/chair the inaugural or valedictory session (strike off
whichever is not applicable) and attach documentary proof to this effect.
8. Are organizers meeting part of the expenditure? Yes/No
(If yes, give details with documentary proof to this effect)

9. Has funding from "Social Infrastructure Fund" and/or any other University Centralized Fund of University of Jammu been applied/availed? Yes/No

(If yes, give details with documentary proof to this effect)

10. Request for partial fund

- Travel :
- Registration fee :
- DA :
- Total :

11. Has application for Duty Leave been submitted? Yes /No

12. Has Duty Leave been sanctioned? Yes / No

(If yes, attach copy of the sanction letter)

Signature

Date

In case applicant is a bonafide Research Scholar, the following is mandatory:

Recommendation of concerned Research Supervisor

Name & Signature of Concerned Research Supervisor



Recommendations of the concerned HoD

Seal and Signature of concerned HoD

[Handwritten signature]

UNIVERSITY OF JAMMU
UNIVERSITY OF JAMMU RESEARCH FUND (UoJRF)

Form-V

PROJECT COMPLETION REPORT
(Submit in duplicate)

1. Title of the project:
2. Name & Designation of Principal Investigator:
3. Name & Designation of Co- Principal Investigator/s:
4. Duration of the project:
5. Sanctioned grant:
6. Date of initiation of the project:
7. Date of closure of the project:
8. Whether the Utilization Certificate and statement of expenditure has been submitted? Yes/No
(If yes, mention the date and append the photocopy of the same)
(If no, the reasons thereof)
9. Approved objectives:
10. Title of the research paper published from out of the current project work (If any, attach reprint)
11. Title of the research paper accepted for publication from current research work (If any, attach copy of acceptance letter)

[Signature]

12. Report of the completed research project highlighting the deliverables (Attach document- Min. 3000 words)
13. Details of the consumable and non-consumable (including equipment) material procured from current research project grant.
14. Has the non-consumable material (including equipment) been handed over to the concerned department? Yes/No
(If yes, attach a certificate issued by concerned HoD in this regard)
(If no, the reasons thereof)
15. Has the stock register carrying entries of consumable/ non-consumable (including equipment) handed over to the concerned department? Yes/No
(If yes, attach a certificate issued by concerned HoD in this regard)
(If no, the reasons thereof)
16. Was power point presentation of the current research work made before DRPMC by PI/Co-PI? Yes/No
(If yes, attach a certificate issued by concerned Dean/ HoD in this regard)
(If no, the reasons thereof)

Comments of the concerned DRPMC

Members of the concerned DRPMC

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2/1/20

GOVERNMENT OF JAMMU AND KASHMIR
GENERAL ADMINISTRATION DEPARTMENT
Civil Secretariat, J&K.

Notification

Srinagar, the 6th September, 2022

S.O. 429.- In exercise of the powers conferred by Article 309 of the Constitution of India, the Lieutenant Governor is pleased to make the following Scheme, namely:-

1. **Short title and commencement:** (i) This Scheme may be called the Jammu and Kashmir Rehabilitation Assistance Scheme, 2022.
(ii) The Scheme shall be deemed to have come into force from the 6th day of September, 2022.
 2. **Application of Scheme:-** The Scheme shall apply to the dependent family member of a Government Employee who:-
 - i. Dies in harness.
 - ii. Retires on invalid pension.
 - iii. Dies as a result of militancy related action or due to enemy action on the Line of Control/International Border within Jammu and Kashmir and is not involved in militancy related activities;
- Note I:** "Dependent Family Member" means:
- a. spouse; or
 - b. son/daughter (including adopted son/daughter as permissible under law).
 - c. Brother or sister in the case of an unmarried Government servant who was wholly dependent on the Government servant.
- Note II:** "Government servant" for the purpose of these instructions means a Government servant appointed on regular basis and not one working on daily wage or casual or apprentice or ad-hoc or contract or re-employment basis.

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3. Authority Competent to make appointments/ grant monetary compensation.

- a. Administrative Secretary, General Administrative Department shall be competent authority to make Compassionate Appointments and grant monetary compensation under this Scheme.
- b. The Lieutenant Governor through Chief Secretary in Coordination, as per the Procedure for Transaction of Government Business in the Union Territory of Jammu and Kashmir shall be the competent authority for making compassionate appointments in the case (s) where relaxation (s) is/are involved.

4. POSTS TO WHICH SUCH APPOINTMENTS CAN BE MADE:

Multi Tasking Staff or equivalent or lowest non-Gazetted cadre posts in the Department.

5. ELIGIBILITY:

A. For Compassionate Appointments:

- a. Applicant should be the dependent family member of the deceased Government employee;
- b. Applicant should be eligible and suitable for the post in all respects under the provisions of the relevant Recruitment Rules.
- c. Applicant, who is a Graduate or having higher qualification, can also be considered for appointment against a lowest non-gazetted post/Multi Tasking Staff post notwithstanding the bar on higher qualification prescribed in the extant Rules.
- d. Applicant shall be assessed with regard to the Relative Merit Points Assessment Scheme (RMPAS) on a 100 point scale and will be required to meet the standards laid down for compassionate appointment with regard to RMPAS:

Provided that if the applicant fulfils the eligibility criteria prescribed in this Scheme for compassionate appointment into the Government service and is considered for compassionate appointment under this Scheme, he or she will have option to refuse the appointment and in case the applicant chooses to do so, he or she will be entitled to a monetary compensation of Rs 5 lakh in lieu of appointment on compassionate grounds in the Government service.

B. For Monetary Compensation:

- a) Applicant should be the dependent family member of the deceased Government employee;
- b) Applicant shall be assessed with regard to the Relative Merit Points Assessment Scheme on a 100 point scale and the dependant, who does not meet the standards laid down for compassionate appointment to the

Government service with reference to RMPAS shall be considered for grant of monetary compensation.

- c) The dependants of the deceased employees shall be paid monetary compensation of Rs 5 lakhs. The liability to pay compensation on the part of the Government would arise from the date of the order passed by the authority competent to sanction the monetary compensation

C. Support for Self Employment:

The Government may also support the application of the dependents, if he/she so requests, under various self employment/Government sponsored employment generating schemes to the banks for obtaining credit as per the laid down norms for setting up a manufacturing unit or a trading venture.

6. EXEMPTIONS:

- A. Compassionate appointments are exempted from Recruitment procedure i.e. recruitment on the basis of recommendations of the Service Selection Board or any other recruiting agency.

B. Relaxations:

- a. Upper age and educational qualification prescribed in the relevant Recruitment Rules may be relaxed wherever found to be necessary. The lower age limit shall, however, in no case be relaxed below 18 years of age. The powers of relaxation of upper age shall vest with the Lieutenant Governor through Chief Secretary in coordination.

Note: Age eligibility shall be determined with reference to the date of application and not the date of appointment.

7. DETERMINATION/AVAILABILITY OF VACANCIES:

- a. Appointment on compassionate grounds shall be made only on regular basis and that too only, if regular vacancies meant for that purpose are available.
- b. Compassionate appointments shall be made in a centralized manner in General Administration Department. The applicants will submit their applications along with the prescribed documents electronically on a designated portal administered by General Administration Department and the latter will electronically process the applications with regard to the provisions laid down in this Scheme and up to a maximum of 5% of vacancies in a financial year falling under direct recruitment quota in Multi Tasking Staff and lowest Non-Gazetted cadre across all the departments. General Administration Department shall every year hold back upto 5% of vacancies in the aforesaid categories across all the departments to be filled by direct recruitment through J&K Services Selection Board or otherwise, so as to fill such vacancies by appointment on compassionate grounds.

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- c. The vacancies against which compassionate appointments can be considered under this Scheme shall be computed every year as on first January of the year in which compassionate appointments are to be made. The list of the vacancies along with their designations available for compassionate appointments during the year shall be put out in the public domain. The total vacancies so computed for a given year shall be earmarked for appointments to be made on compassionate grounds quarter-wise on pro rata basis. A merit list of the eligible applicants shall be prepared and put out in the public domain annually having regard to the criteria laid down in the RPMAS and the applicants having higher merit shall be considered for compassionate appointments in a given quarter against the posts earmarked for the said quarter. There may arise a situation where eligible applicants may exceed the posts available in a given quarter. In that situation, the list of the eligible applicants shall be carried forward to the next quarter and the applicants considered against the posts available in that quarter. This process will continue on a roll over basis from quarter to quarter in a year and the applicant shall be eligible to be considered for compassionate appointment up to and including the fifth year from the date of application submitted by the applicant after which he or she will be delisted. The unfilled vacancies in a year shall be carried forward to the next year and shall be available for appointment on compassionate grounds under this Scheme. 5% of the total vacancies identified for compassionate appointments in a particular year shall be available for consideration in relaxation of rules with the approval of Chief Minister/Lieutenant Governor through Chief Secretary in Coordination.
- d. A person selected for appointment on compassionate grounds shall be adjusted in the recruitment roster against the appropriate category i.e., SC/ST/OBC/General, depending upon the category to which he/she belongs. For example, if he belongs to SC category, he will be adjusted against the SC reservation point, if he is ST/OBC, he will be adjusted against ST/OBC point and if he belongs to General category, he will be adjusted against the vacancy meant for General category.
- e. The ceiling of 5% of direct recruitment vacancies for making compassionate appointment shall not be exceeded by utilizing any other vacancy except in the case of the Government servants who may die as a result of militancy related action or due to enemy action on the Line of Control/International Border within Jammu and Kashmir and is not involved in militancy related activities, where the General Administration Department shall be competent to utilize a vacancy over and above the prescribed percentage.
- f. The compassionate appointment can also be made against technical 'posts' at Multi Tasking Staff and lowest Non-Gazetted cadre subject to fulfillment of eligibility/qualification as prescribed in the recruitment rules.

8. TIME LIMIT FOR CONSIDERING APPLICATIONS FOR COMPASSIONATE APPOINTMENT/MONETARY COMPENSATION:

Subject to availability of a vacancy in case of compassionate appointment, an application for compassionate appointment/monetary compensation shall be considered and disposed of under the Scheme as far as possible within a year of the receipt of the application/ request and decision taken on merit in each case.

9. APPLICATION FOR COMPASSIONATE APPOINTMENT/ MONETARY COMPENSATION:

The applicant shall submit the application for compassionate appointment/monetary compensation online under the Jammu and Kashmir Rehabilitation Assistance Scheme, 2022 on the designated portal. The departments shall not consider requests for compassionate appointment or grant of monetary compensation of/to the dependants of the deceased who may die in harness or as a result of militancy related action or due to enemy action on the Line of Control/International Border within Jammu and Kashmir and is not involved in militancy related activities or retires on invalid pension, if the same is not made within one year of the death/retirement on invalid pension of the Government servant.

10. WHERE THERE IS AN EARNING MEMBER IN THE FAMILY:

- a. In deserving cases even where there is already an earning member in the family, a dependent family member may be considered for compassionate appointment/monetary compensation. Before approving such appointment/compensation, the Competent Authority shall satisfy itself that grant of compassionate appointment/monetary compensation is justified having regard to number of dependents, assets and liabilities left by the Government servant, income of the earning member as also his liabilities including the fact that the earning member is residing with the family of the Government servant and whether he shall not be a source of support to other members of the family and take decision accordingly.
- b. In cases where any member of the family of the deceased Government servant is already in employment and is not supporting the other members of the family of the Government servant, extreme caution has to be observed in ascertaining the economic distress of the members of the family of the Government servant so that the facility of appointment on compassionate ground is not circumvented and misused by putting forward the ground that the member of the family already employed is not supporting the family. In order to quantify the element of compassion in such cases in a more

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structured and rational manner the parameters containing 100 point weightage system (RMPAS) shall be adopted, which shall facilitate in deciding the cases in a transparent, unbiased and objective manner in future.

11. MISSING GOVERNMENT SERVANT

Cases of missing Government servants shall also be covered under the Jammu and Kashmir Rehabilitation Assistance Scheme, 2022 subject to the following conditions:-

- a. A request to grant the benefit of compassionate appointment/ monetary compensation shall not be considered after a lapse of one year from the date from which the missing Government servant is pronounced/declared dead under the Rules, provided that:
 - i. an FIR to this effect has been lodged with the Police,
 - ii. the missing person is not traceable, and
 - iii. the competent authority feels that the case is genuine;

This benefit will not be applicable to the case of a Government servant:-

- i. who had less than two years to retire on the date from which he has been missing; or
 - ii. who is suspected to have committed fraud, or suspected to have joined any terrorist organization or suspected to have gone aboard.
- b. Compassionate appointment in the case of a missing Government servant also would not be a matter of right as in the case of others and it will be subject to fulfillment of all the conditions, including the availability of vacancy, laid down for such appointment under the scheme;
 - c. While considering such a request, the results of the Police investigation shall also be taken into account; and
 - d. A decision on any such request for compassionate appointment/monetary compensation shall be taken only at the level of the General Administration Department.

12. PROCEDURE:

- i. General Administration Department shall appoint a Welfare Officer in each Administrative Department. The Welfare Officer of such Department where an employee has died or retired on invalid pension shall meet the members of

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- the family of the Government servant in question immediately after his death to advise and assist them in getting appointment on compassionate grounds/monetary compensation. The applicant shall be called in person at the very first stage and advised in person about the requirements and formalities to be completed by him.
- ii. The Welfare Officer in each Department may be deputed to meet the family members of the deceased Government Servant and apprise them of the terminal benefits available to the family. This may be at the earliest possible, preferably, within 30 days of death.
 - iii. In case it is observed by the Welfare Officer that the condition of the family of the deceased Government Servant is indigent, the family shall be apprised of the J&K Rehabilitation Assistance Scheme, 2022.
 - iv. In such cases, the Welfare Officer shall assist the family member of the deceased Government servant in applying for appointment/monetary compensation on compassionate grounds. All assistance shall be extended to enable such a family member to fill the Application Form online for compassionate appointment/monetary compensation. The applicant shall be advised in person about the requirements and formalities to be completed by him. The applicant shall also be given detailed information of the posts to which they can apply.
 - v. Keeping in view the administrative requirement in processing applications for compassionate appointment/monetary compensation, the form as in **Annexure-II** may be used for ascertaining necessary information which consists of three parts as under:

S. No.	Part	Title
1.	A	Form for seeking Compassionate appointment/monetary compensation by dependents of Government servants deceased while in service or retired on medical grounds.
2.	B	To be filled by the Office in which employment is proposed.
3.	C	Relative Merit Points Assessment on a 100- point scale for compassionate appointment/monetary compensation.

- vi. The applicant shall duly fill up the prescribed proforma online and the same shall be used to ascertain necessary information and for further processing of the case of compassionate appointment/monetary compensation.
- vii. After successful online submission of the application, an applicant shall receive an acknowledgement in the shape of a Unique Registration

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Number. The applicant may also be informed through email or other digital modes of communication of their Unique Registration Number.

- viii. The concerned section in General Administration Department shall satisfy itself regarding the correctness of the details entered and submitted online in the prescribed Application form, family income/properties certified by Tehsildar concerned in the form annexed as Annexure-III and other details computed for processing the Application. During scrutiny, if any additional details or information having a bearing on the case, emerge, the same shall be added as supplementary Note to Application.
- ix. The applications for compassionate appointment/monetary compensation shall be considered by the Committee consisting of three officers - one chairman and two members - in the General Administration department. The Committee shall be headed by an officer of the rank of Special Secretary/Director/Additional Secretary in the Department. The Welfare Officer in General Administration Department may also be made one of the members/ chairman of the Committee depending on his rank. Recommendation of the Committee shall be placed before the Competent Authority for a decision.
- x. The Committee shall meet in the first week of the succeeding quarter to consider applications for compassionate appointments received in the previous quarter. In case a large number of applications are received in a quarter, the Committee shall be at liberty to meet as frequently as it may be necessary to consider the applications.
- xi. Prior to every meeting of the Committee, the applicants whose applications are being considered, shall be informed, through emails or other forms of communication (including digital modes of communication), of the number of vacancies in each grade for which they are being considered as also the date the Committee is due to meet to consider their applications. However, the Applicant(s) would not be required to have any personal interaction, either with the Department or the Committee and that the applicants may not be asked to be present during the meeting of the Committee.
- xii. Transparency and objectivity are the foremost aspects of scheme for compassionate appointment. A holistic assessment of the financial condition of the family has to be made taking into consideration factors like presence of earning member(s), size of family, age of children and the financial needs of family.
- xiii. Every valid application shall be assessed strictly on the basis of the Point Based Merit System enclosed as Annexure - I.
- xiv. While applying point based merit scheme (RMPAS) as mentioned above (Annexure-I), if situation arises that some candidates secure equal marks in merit and the Committee is unable to decide the merit of such candidates, in such cases the tie-breaking factor can be income available per dependent i.e. total of first three financial parameters prescribed in Annexure-I

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(Pension annualized total terminal benefits and annual income of earning members and income from property) divided by total number of dependents. The lesser the per dependent available income, the higher the rank amongst the applicants whose scores had a tie.

- xv. In case of tie even after applying the factor of per dependent available income, then the left-over service of Government servant can be considered. This is suggested as it may be implied that longer the left-over service of the deceased, the more is the impact on the family. Applicants related to Government servant with higher left-over service would be considered over the one with lesser left-over service.
- xvi. The Committee shall make a recommendation for appointment/monetary compensation on compassionate ground as per the total points obtained by each applicant, under the applicable Point Based Merit System (RMPAS).
- xvii. The result of each round of selection in a given quarter shall be uploaded on designated portal. The points awarded against each parameter alongwith total merit points earned, may also be provided to the applicants through email or other forms of communication.
- xviii. The minutes of each meeting of the Committee including the merit points earned by each Applicant shall also be placed, within a period of three weeks from the date of meeting of the Committee, in public domain on the website of the Department/Organization for information of all concerned.
- xix. Recommendation of the Committee shall be placed before the competent authority for a decision. If the competent authority disagrees with the Committee's recommendation, the case may be referred to the next higher authority for a decision.
- xx. Point based merit scheme imparts the necessary objectivity, homogeneity and transparency to the scheme for appointment/monetary compensation on compassionate grounds. Henceforth, it shall be followed strictly for assessing comparative merit of the applicants for compassionate appointment/monetary compensation.

13. UNDERTAKING FOR MAINTENANCE OF THE FAMILY OF THE DECEASED EMPLOYEE:

A person appointed on compassionate grounds under the Scheme shall give an undertaking in writing (as in Clause VI of Part A of Annexure-II) that he/she will maintain properly the other family members who were dependent on the Government servant in question and in case it is proved subsequently (at any time) that the family members are being neglected or are not being maintained properly by him/her, his/her appointment may be terminated forthwith. Taking care of this situation, it shall be incorporated as one of the additional conditions in the appointment order applicable only in the case of appointment on compassionate grounds.

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14. REQUEST FOR CHANGE IN POST/PERSON:

When a person has been appointed on compassionate grounds to a particular post, the set of circumstances, which led to such appointment, shall be deemed to have ceased to exist. Therefore,

- a. he/she shall strive in his/her career like his/her colleagues for future advancement and any request for appointment to any higher post on considerations of compassion shall invariably be rejected.
- b. an appointment made on compassionate grounds cannot be transferred to any other person and any request for the same on considerations of compassion shall invariably be rejected.

15. SENIORITY:

A person appointed on compassionate ground in a particular year may be placed at the bottom of all the candidates recruited/appointed through direct recruitment, promotion etc. in that year, irrespective of the date of joining of the candidate on compassionate ground.

16. TERMINATION OF SERVICE:

The compassionate appointments can be terminated on the ground of non-compliance of any condition stated in the appointment order after providing an opportunity to the compassionate appointee by way of issuing of a show cause notice asking him/her to explain why his/her services cannot be terminated for non-compliance of the condition(s) in the offer of appointment and it is not necessary to follow the procedure prescribed in the Disciplinary Rules /Temporary Service Rules for this purpose.

In order to check its misuse, the power of termination of services for non-compliance of the condition(s) in the compassionate appointment shall vest with the General Administration Department.

17. Interpretation:

If any question arises about the interpretation of this Scheme, the decision of the Government in General Administration Department shall be final.

18. Repeal and Savings:

The Jammu and Kashmir (Compassionate Appointment) Rules, 1994, as amended from time to time, are hereby repealed:-

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Provided that such repeal shall not:

- a. affect the action taken, orders issued or appointments made under the rules so repealed; or
- b. affect the revival of such cases, as have been decided under the said rules, but fall within the ambit of this Scheme; or
- c. affect the cases whether pending on the commencement of this Scheme or the cases where death of the person specified in rule 2 of the Jammu and Kashmir Compassionate Appointment Rules, 1994 has occurred prior to the commencement of this Scheme and all such cases shall be dealt with in accordance with the provisions of these rules viz. Jammu and Kashmir (Compassionate Appointments) Rules, 1994, as amended from time to time.

By Order of the Lieutenant Governor.

(Dr. Rakesh Singla) IAS,
Secretary to the Government

No. GAD-SRO/221/2022-09-GAD

Dated: 06.09.2022

Copy to the :-

1. All Financial Commissioners (Additional Chief Secretaries).
2. Director General of Police, J&K.
3. All Principal Secretaries to Government.
4. Director General, J&K IMPARD.
5. Principal Secretary to the Lieutenant Governor.
6. All Commissioner/Secretaries to the Government.
7. Chief Electoral Officer, J&K.
8. Joint Secretary (Jammu, Kashmir & Ladakh), Ministry of Home Affairs, Govt.
9. Principal Resident Commissioner, J&K Government, New Delhi.
10. Divisional Commissioner, Kashmir/Jammu.
11. All Heads of the Department/ Managing Directors.
12. All Deputy Commissioners.
13. Chairperson, J&K Special Tribunal.
14. Director Information, J&K.
15. Director, Achieves, Archaeology and Museums, J&K.
16. Secretary, J&K Public Service Commission/BOPEE.
17. Director Estates, Jammu / Kashmir.
18. Secretary, J&K Services Selection Board / All Advisory Boards.
19. General Manager, Government Press, Jammu / Srinagar.
20. Private Secretary to Advisor (B) to Lieutenant Governor.

21. Private Secretary to the Chief Secretary.
22. Private Secretary to the Principal Secretary to the Government. GAD.
23. I/c Website. GAD.
24. Government Order/Stock file.

ANNEXURE-I
Relative Merit Points Scheme For Allocation of Points for Various Attributes of
Applicant for Compassionate Appointment/Monetary Compensation

Based on 100 Point Scale For Part-C of Annexure-II

- i. Family Pension (basic excluding DR & Allowances)

S. No.	Proposed Slab	Points
1.	Upto 10,000	20
2.	10,001-13,000	18
3.	13,001-16,000	16
4.	16,001-19,000	14
5.	19,001-22,000	12
6.	22,001-25,000	10
7.	25,001-28,000	08
8.	28,001 & above	06

(20 Points)

- ii. Terminal benefits i.e Lump sum amount received by the family on death of Govt. servant (i.e DCR Gratuity, GPF/Lump Sum amount under NPS, CGEGIS, Leave encashment etc.);

For post 01.01.2016 death cases	For pre 01.01.2016 death cases	Points
Upto 10,00,000	Up to 4,50,000	10
10,00,001-12,00,000	4,50,001-5,25,000	09
12,00,001-14,00,000	5,25,001-6,00,000	08
14,00,001-16,00,000	6,00,001-6,75,000	07
16,00,001-18,00,000	6,75,001-7,50,000	06
18,00,001-20,00,000	7,50,001-8,25,000	05

(10 Points)

20,00,001-22,00,000	8,25,001-9,00,000	04
22,00,001-24,00,000	9,00,001-9,75,000	03
24,00,001-26,00,000	9,75,001-10,50,000	02
26,00,001 & above	10,50,001 and above	01

iii. Annual income of earning members of the family & income from property

(10 Points)

Sl. No.	Annual Income	Points
1.	Nil to 1,00,000	10
2.	1,00,001 to 3,00,000	08
3.	3,00,001 to 5,00,000	06
4.	5,00,001 to 7,00,000	04
5.	7,00,001 to 9,00,000	02
6.	Above 9,00,000	00

iv. Immovable Property

(10 Points)

Sl. No.	Proposed Slab	Points
1.	Nil	10
2.	Upto 200 sq ft	08
3.	201 to 400 sq ft	06
4.	401 to 700 sq ft	04
5.	701 to 1000 sq ft	02
6.	1101 or more sq ft	00

v. Leftover Service of the deceased Government employee

(15 Points)

Leftover service of deceased	Points	Leftover service of deceased	Points	Leftover service of deceased	Points

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Upto 2 years	01	Upto 12 years	06	Upto 22 years	11
Upto 4 years	02	Upto 14 years	07	Upto 24 years	12
Upto 6 years	03	Upto 16 years	08	Upto 26 years	13
Upto 8 years	04	Upto 18 years	09	Upto 28 years	14
Upto 10 years	05	Upto 20 years	10	Upto 30 years	15

vi. Number of unmarried daughters

(10 Points)

Sl.No.	No. of Unmarried daughters	Points
1.	01	05
2.	02 & above	10

vii. Number of dependent minor children

(05 Points)

Sl. No.	No. of minor dependent children	Points
1.	01	03
2.	02 & above	05

viii. If Wife of the deceased Govt. official has applied for compassionate appointment/money compensation for herself.

(10 Points)

ix. If one or more person(s) amongst the dependent family members is disable.

(10 Points)

Sl.No.	Percentage Disability	Points
1.	Up to 40%	04
2.	40-60%	06
3.	60-80%	08
4.	80-100%	10

Total Points-100

ANNEXURE-II

**FORM FOR SEEKING COMPASSIONATE APPOINTMENT/MONETARY
COMPENSATION BY DEPENDENTS OF GOVERNMENT SERVANT
DECEASED WHILE IN SERVICE/RETIRED ON INVALID PENSION**

PART-A

I.	(a)	Name of the Government Servant (Deceased/Retired on medical grounds)	
	(b)	Designation of the Government Servant	
	(c)	Pay level of the post/department of the deceased employee	
	(d)	Date of birth of the Government Servant	
	(e)	Date of Death/retirement on medical grounds	
	(f)	Total length of service rendered	
	(g)	Whether permanent or temporary	
	(h)	Whether belonging to SC/ST/OBC	
II.	(a)	Name of the candidate for appointment/monetary compensation	
	(b)	His/Her relationship with Government Servant	
	(c)	Date of Birth	
	(d)	Educational Qualification	
	(e)	Whether any other dependent family member has been appointed on compassionate grounds.	
III.		Particulars of total assets left including amount of	
	(a)	Family Pension	
	(b)	D.C.R. Gratuity	

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	(c)	G.P.F. Balance				
	(d)	Life Insurance of Policies (including Postal Life Insurance)				
	(e)	Movable and Immovable properties and annual income earned therefrom by family				
	(f)	C.G.E. Insurance amount				
	(g)	Encashment of leave				
	(h)	Any other assets				
Total:						
IV.	Brief Particulars of liabilities, if any					
V. Particulars of all dependent family members of the Government servant (if some are employed, their income and whether they are living together or separately)						
Sl. No.	Name (s)	Relationship with Govt. Servant	Age	Address	Employed or not (if employed, particulars of employment and emoluments)	Marital Status
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1						
2						
3						

4							
5							

VI. DECLARATION/UNDERTAKING

1. I hereby declare that the facts given by me above are, to the best of my knowledge, correct. If any of the facts herein mentioned are found to be incorrect or false at a future date, my services may be terminated.

2. I hereby also declare that I shall maintain properly the other family members who were dependent on the Government Servant mentioned against I (a) of Part-A of this form and in case, it is proved at any time that the said family members are being neglected or not being properly maintained by me, my appointment may be terminated.

Date:

Signature of the Candidate

Name _____

Address _____

h

PART-B
**(TO BE FILLED IN BY OFFICE IN WHICH EMPLOYMENT/MONETARY
COMPENSATION IS PROPOSED)**

- a. Name of the candidate _____
- b. His/ Her relationship with the Govt. Servant _____
- c. Age (Date of Birth), educational Qualifications and experience, if any _____
- d. Post against which employment Proposed _____
- e. Whether there is vacancy within the ceiling of 5% prescribed under the scheme of compassionate appointment _____
- f. Whether the relevant Recruitment Rules provide for direct recruitment _____
- g. Whether the candidate fulfills requirements of the Recruitment Rules for the post _____
- h. Apart from SSB procedure what other relaxation(s) are to be given.

- i. Whether the facts mentioned in Part-A have been verified by the office and if so, indicate the records _____
- j. If the Government Servant died/retired on invalid pension more than 5 years back, why the case was not sponsored earlier _____

- k. Personal recommendation of the Head of the Department/Office (with his signature and office stamp/seal) _____

2

Part-C
Relative Merit Points Assessment on A 100 Point-Scale for Compassionate
Appointment/Monetary Compensation

Sl. No.	Parameters	Point allotted to the parameters	Points scored by the candidate
1.	Family Pension (Excluding DR & Allowance)	20	
2.	Terminal benefits i.e Lump sum amount received by the family on death of Govt. servant (i.e DCR Gratuity, GPI/Lump sum amount under NPS, CGEGIS, Leave encashment etc.	10	
3.	Annual income of earning members and income from property	10	
4.	Immovable property	10	
5.	Leftover service of the deceased Government Employee	15	
6.	Number of unmarried daughters	10	
7.	Number of dependent minor children	05	
8.	If wife of the deceased Govt. official has applied for compassionate appointment/monetary compensation for herself	10	
9.	If one or more person(s) amongst the dependent family members is disable (with % of disability)	10	
TOTAL		100	

ANNEXURE - III

FAMILY INCOME/ PROPERTY CERTIFICATE

I certify that after due enquiry, I find that _____

S/o _____

R/o _____

Tehsil _____

District _____

has following

immovable property:-

- a. Area _____
- b. Khasra No. _____
- c. Market value _____
- d. Whether any ancestral/self acquired _____

I further certify that the annual income from all sources including family pension (basic excluding DR & Allowances) and Terminal benefits i.e Lump sum amount received by the family on the death of Govt. servant (i.e. DCR Gratuity, GPF/Lump Sum amount under NPS, CGEGIS, Leave encashment etc.) of the above said person is as under:

1. Family Pension (basic excluding DR & Allowances) = Rs. _____ P.A
2. Terminal Benefits (Lump Sum Amount by the family on the death of Govt. Servant i.e DCR Gratuity, GPF/Lump Sum amount under NPS, CGEGIS, Leave encashment etc.) = Rs. _____ P.A
3. Income from other sources = Rs. _____ P.A

(Tehsildar)

2

Government of Jammu & Kashmir
General Administration Department
Civil Secretariat, Srinagar/Jammu

NOTIFICATION

Srinagar, the 16th of August, 2024

S.O 397.-In exercise of the powers conferred by article 309 of the Constitution of India, the Lieutenant Governor is pleased to direct that the following amendments shall be made in the Jammu and Kashmir Rehabilitation Assistance Scheme, 2022;namely:-

1. **Clause "2" shall be substituted by the following; namely:-**

"2. Application of the Scheme":- The Scheme shall apply to the compassionate appointment/monetary compensation in favour of a person who is a dependent family member of:

i. a Government Employee who dies in harness or is retired on invalid pension:

Provided that in case the death occurs due to militancy/terrorist action or due to law and order situation, the concerned Deputy Commissioner shall certify that the deceased employee was not involved in any militancy/terrorist related activity;

ii. a member of the Armed Forces or Paramilitary Forces, who is a Domicile of Jammu and Kashmir and is killed while discharging the duties in connection with law and order situation or militancy/terrorist related action or as a result of enemy action.

Explanation:- For the purpose of this Scheme:

- a. 'Armed Force' means Navy, Military, Air Forces;
- b. 'Domicile' means domicile as defined in Section 3A of the Jammu and Kashmir Civil Services (Decentralization and Recruitment) Act, 2010.
- c. 'Dependent Family Member' means: Spouse, son, daughter including adopted son/daughter (in respect of communities in whose cases adoptions are permissible under law),brother or sister, who was dependent on the deceased Government employee at the time of his/her death or the date on which the Government Employee was retired on invalid pension;
- d. 'Government employee' means the Government employee as defined under the Jammu and Kashmir Government Employees (Conduct) Rules, 1971 and who is not working on daily wages or casual or apprentice or ad-hoc or contract or re-employment basis:

Explanation: For the purposes of this scheme, the persons who have been appointed under the provisions of Jammu and Kashmir Migrants (Special Drive) Recruitment Rules, 2009 shall also be included in the definition of 'Government employee'.

Provided further that 're-employment' shall not include employment of ex-serviceman before the normal age of retirement to a civil post.

- e. 'Para Military Force' means a force constituted under any law for the time being in force made by the Competent Legislature.

2. Clause "2A" shall be substituted by the following; namely:-

"2-A". Notwithstanding anything contained in this Scheme, the Lieutenant Governor in exceptional circumstances may appoint the dependent family member of a government employee or Armed Forces or Paramilitary Forces as defined in clause 2 or a civilian, who has died as a result of militancy/terrorist related action or due to law and order situation or due to enemy action and is not involved in militancy related activities to be certified by the concerned Deputy Commissioner:

Provided that the persons working as SPOs killed in militancy/terrorist related action or due to law and order situation or due to enemy action and not involved in militancy related activities shall be treated as civilians for the purpose of this Scheme:

Provided further that definition of 'dependent family member' for the purpose of Civilians referred to herein above shall be the same as provided in clause 2 of this Scheme.

3. Clause "3" shall be substituted by the following; namely:-

"3. The Authority Competent to make appointment(s)/grant monetary compensation":

- a. For appointment, the Administrative Department to which the deceased employee belonged;
- b. For appointment under common pool posts, the General Administration Department;
- c. For cash compensation, General Administration Department, on the recommendations of the Administrative Department to which the deceased employee belonged;
- d. For the case(s) involving relaxations, the Lieutenant Governor through Chief Secretary in Coordination:

Provided that in case(s) involving relaxations under clause (d) above,

- (i) where the post is not available in the concerned department, the appointment orders shall be issued by the General Administration Department and
- (ii) in cases involving relaxation(s), but post is available in the department, the order for appointment shall be issued by the concerned Administrative Department after seeking relaxation in terms of sub-clause (d) above..

4. Clause "4" shall be substituted by the following; namely:-

"4. POSTS AGAINST WHICH SUCH APPOINTMENTS SHALL BE CONSIDERED:-

Multitasking staff (MTS) or equivalent:

Provided that the Competent Authority (Lieutenant Governor) in the exceptional /special circumstances may consider such appointments against the lowest non-gazetted posts in any department in relaxation of above clause and the Administrative Department(s) shall be required to identify a vacancy for the purpose.

5. Clause "5" shall be substituted by the following; namely:-

5. ELIGIBILITY-

"A. FOR COMPASSIONATE APPOINTMENTS:"

- a. Applicant should be dependent family member of the deceased Government employee;
- b. Applicant should be eligible and suitable for the post in all respects under the provisions of relevant recruitment rules;
- c. Applicant, who is a Graduate or having higher qualification, may also be considered for appointment against Multi Tasking Staff (MTS) or equivalent post, notwithstanding the bar on higher qualification prescribed in the extant rules;
- d. Applicant shall be assessed with regard to the Relative Merit Points Assessment Scheme (RMPAS) on a 100 point-scale. (Annexure-I)

Provided that the applicant who fulfils the eligibility criteria prescribed under this Scheme for compassionate appointment in the Government service and is considered for compassionate appointment under this Scheme, he/she will have the option to refuse the appointment and in case the applicant chooses to do so, he or she will be entitled to a monetary compensation of Rupees 5.0 lakhs in lieu of appointment on compassionate grounds in the Government service.

B. FOR MONETARY COMPENSATION:

Applicant should be dependent family member of the deceased Government employee;

- a. Applicant shall be assessed with regard to the Relative Merit Points Assessment Scheme (RMPAS) on a 100 point-scale.
- b. The dependents of the deceased employee shall be paid monetary compensation of Rupees 5.0 lakhs. The liability to pay the compensation on part of the Government would arise from the date of the order passed by the authority competent to sanction the monetary compensation.

C. Support for self Employment:

The Government may also support the application of the dependents, if he/she so requests, under various self employment/Government sponsored employment generating schemes to the banks for obtaining credit as per the laid down norms for setting up a manufacturing unit or a trading venture.

6. Clause "6 (B)" shall be substituted by the following; namely:-

"B. RELAXATIONS:

The Government may relax the upper age limit and/or education/technical qualification, as the case may be, in deserving cases. All such cases shall be processed through General Administration Department in coordination.

7. After Clause 6 (B), the following shall be added as Clause 6 (C); namely:-

"C. ELIGIBILITY":

If the applicant is not eligible for appointment in terms of age/or qualification at the time of death of the deceased employee, the applicant may acquire such eligibility within 5 years from the date of death of deceased government employee and his/her consideration for the purpose of compensation under the Scheme shall be reckoned after attaining such eligibility, subject to the availability of vacancy at the time of consideration:

Provided that the applicant shall register for compassionate appointment through online portal within one year from the date of death of the deceased government employee;

Provided further that if none of the dependents of the deceased employee are eligible for appointment under the provisions of this Scheme, the family shall be entitled for cash compensation as provided in the Scheme;

Note: Age eligibility shall be determined with reference to the date of application and not the date of appointment.

8. Clause "7" shall be substituted by the following; namely:-

"7. DETERMINATION/AVAILABILITY OF VACANCIES":

- a. Appointment on compassionate grounds shall be considered only against a substantive vacancy;
- b. All the Administrative Departments shall earmark 10% of the available vacancies as on 1st day of the calendar year, falling under direct recruitment quota in Multitasking Staff (MTS)/equivalent for the purpose of appointment on compassionate grounds. Further, the departments shall refer 50% of the aforesaid earmarked vacancies to General Administration Department for the purpose of considering such compassionate appointment case(s), which shall form common pool of vacancies to be utilized in cases where vacancies are not available in respective departments;
- c. The ceiling of 10% direct recruitment vacancies for making compassionate appointments shall not be exceeded;

Provided that the Government in exceptional circumstances, may utilize the vacancies over and above the aforesaid ceiling for the purpose of considering the compassionate appointment case(s) of eligible persons as defined in Clause 2 and 2-A of this Scheme.

- d. The details of such earmarked vacancies indicating cadre/ category /nomenclature shall be shared with General Administration Department by 15th of January every year. However, instances where vacancies earmarked under this Scheme by various departments for a particular year remain unfilled; the same shall be referred to General Administration Department for consideration of compassionate appointment cases under common pool of the vacancies;
- e. A person appointed on compassionate grounds shall be adjusted in the recruitment roster against the appropriate category i.e., SC/ ST/ OBC/ General, depending upon the category to which he/she belongs. For example, if he/she belongs to SC category, he/she will be adjusted against the SC reservation point, if he/she is ST/ OBC, he/she will be adjusted against ST/OBC point and if he/she belongs to General category, he/she will be adjusted against the vacancy meant for General category.

9. Clause "9" shall be substituted by the following; namely:-

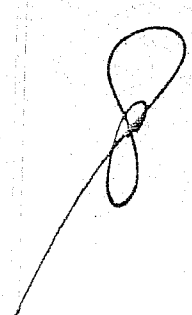
"9. APPLICATION FOR COMPASSIONATE APPOINTMENT/ MONETARY COMPENSATION" (Annexure-II):

The applicant shall submit the application for compassionate appointment/monetary compensation under this Scheme on the designated portal. The departments shall not consider requests for compassionate appointments/ grant of monetary compensation of/to the dependents of the deceased who may die in harness or is retired on invalid pension or as a result of militancy/ terrorist related action or due to law and order situation or due to enemy action and not involved in militancy related activities, if the same is not made within one year of the death of the deceased person as defined in Clause 2 and 2-A of this Scheme:

Provided also that the Lieutenant Governor in exceptional circumstances may relax the condition for filing of application for compassionate appointment/monetary compensation beyond prescribed limit of one year in such cases, where it turns out that the applicant could not apply within the prescribed time period due to reasons beyond his/her control.

10. **Clause "12" shall be substituted by the following; namely:-**

"12. PROCEDURE":

- 
- i. **Appointment of Nodal Officer and Welfare Officer:** All Administrative Departments shall appoint a Nodal Officer, not below the rank of Additional Secretary, for the purpose of monitoring the implementation of the Scheme. Further every Administrative Department shall also appoint a Welfare Officer at the District Level. However, in the absence of a District Level Officer, a Divisional Level Officer may be appointed as the Welfare Officer.
 - ii. **Reporting and Registration Process:**
 - a. Upon death of any Government employee, the Next of Kin (NoK) of the deceased shall report to the concerned Drawing and Disbursing Officer (DDO). In case the NoK fails to report the death within a month, the concerned DDO shall inform the NoKs about the compassionate appointment Scheme. The applicant shall be called in person, at the very first stage and advised in person about the requirements and formalities to be completed by him/her and will be apprised of the terminal benefits available to the family. This may be at the earliest possible, preferably, within 30 days of death. The DDO shall also facilitate the registration of the applicant on the designated portal.
 - b. The Welfare Officer shall offer necessary assistance to the applicant in obtaining essential documents/certificates from Government Offices and uploading them on the designated portal.
 - c. After successful online submission of the application, an applicant shall receive an acknowledgement in the shape of a Unique Registration Number, auto-generated by the portal.

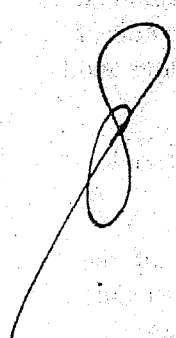
iii. **Authentication and Verification:**

- a. The concerned Department, on receipt of the application through the portal, shall further forward the application along with all enclosures to the concerned DDOs through the Welfare Officer for authentication/verification of the documents.
- b. The DDO shall verify following documents before forwarding the case to the Welfare Officer:
 - i. Family Pension (Excluding DR & Allowance)
 - ii. Terminal Benefits i.e. Lump sum amount received by the family on the death of the Government employee (i.e. DCR Gratuity, GPF/ Lump sum amount under NPS, CGEGIS, Leave encashment etc).
 - iii. Leftover service of the deceased government employee.
 - iv. Service Book of the deceased government employee (1st two pages and last two pages indicating the Date of Birth, Date of first appointment, and Date of Death).

iv. **Preliminary Merit Assessment:**

- a. The DDO shall prepare the preliminary merit point matrix/table as per the Scheme guidelines and forward the case to the respective Welfare Officer.
(Annexure-III)
- b. The Welfare Officer on receipt of the case shall forward it to the Nodal Officer in the Administrative Department for placement of the same before the designated committee constituted for the purpose.

v. **Evaluation by Committee:**

- 
- a. A Committee shall be constituted by the Administrative Department, headed by Nodal Officer in the Administrative Department and two members not below the rank of an Under Secretary to assess and consider the applications for compassionate appointment/monetary compensation.
 - b. The Committee may co-opt any officer for assistance.
 - c. The Committee shall assess the case (s) in entirety under this Scheme as well as the preliminary merit-point matrix prepared by the concerned DDO for the purpose of preparing eligibility list based on the RMPAS. The merit / eligibility list of the eligible applicants shall be prepared based on RMPAS score in descending order, with the applicants having higher merit at the top followed by applicants having lower score for compassionate appointments against the posts earmarked for that purpose.

- d. In cases of tie, the income available per dependent shall serve as a tie-breaking factor. If a tie persists, the remaining service of the deceased Government employee may be considered, prioritizing applications with longer leftover service of the deceased.

vi. **Recommendations by the Committee for Appointment/ monetary Compensation:**

- a. The Committee shall meet in the first week of the succeeding quarter to consider applications for compassionate appointments received in the previous quarter. The Committee shall recommend appointment based on the total score obtained by each applicant against the posts earmarked for the purpose.
- b. Every valid application shall be assessed strictly on the basis of the RMPAS provided under this Scheme. A merit list based on RMPAS of the eligible applicants shall be prepared in descending order of merit, as provided at sub-clause v(c) above.
- c. The Departments based on the recommendations of the Committee shall consider appointment of applicants against the vacancies earmarked for the purpose. However, where the eligible applicants exceed the posts available in the concerned department, those cases shall be forwarded to the GAD for considering appointment against common pool of earmarked vacancies.

Provided that notwithstanding the non-availability of the vacancies in any department, the Committee shall meet quarterly for determining the merit / eligibility of left over cases for that year and recommend such cases to General Administration Department in the order of quarters i.e. Left over cases of 1st Quarter followed by 2nd Quarter and so on.

- d. Minutes of the Meeting of the Committee shall be published on the Department/Organization website within three weeks of the meeting.

vii. **Approval and Issuance of Orders:** Based on the recommendations of the Committee, the competent authority shall consider the cases for compassionate appointment or otherwise. In case the competent authority approves the case, the concerned department shall issue the appointment orders after obtaining the Character and Antecedent report of the applicant from CID.

viii. **Referral to General Administration Department:**

- a. The cases recommended to the General Administration Department (GAD) by the Administrative Departments, shall be considered for compassionate appointment by utilizing vacancies earmarked for such appointments as provided in Clause 7(b) of this Scheme.

- b. A quarter-wise common merit/eligibility list based on the RMPAS of all such recommended cases upto previous quarter, including the roll over cases, shall be prepared in General Administration Department in descending order of merit against the earmarked common pool vacancies. Those cases, which may not be settled on account of non-availability of vacancies, in a particular quarter, will roll-over to the succeeding quarter(s). The applicant shall be eligible to be considered for compassionate appointment up to and including the 5th year from the date of application submitted by the applicant after which his/her application shall not be considered for compassionate appointment and shall be entitled for cash compensation only;

Provided that applicants falling under Clause 6 (B) (b) of this Scheme, the delisting shall be reckoned from the date of attaining such eligibility.

- c. The unfilled vacancies in a quarter shall be carried forward to the next quarter and shall be available for appointment on compassionate grounds under this Scheme. Vacancies which may remain unfilled in the department(s), after completion of all the quarters (in a calendar year), shall be referred to the General Administration Department forming part of the common pool of vacancies.
- d. The referred cases in the GAD which may not be considered due to non-availability of vacancies during a year, shall roll-over to the next year.

ix. **Procedure for considering cases under the Scheme received since 6th September, 2022, 2023 and 2024:**

Notwithstanding the provisions/ procedure prescribed in the Scheme, all the pending applications received since the inception of this Scheme upto last quarter of 2023, shall be considered en-bloc by the respective departments and General Administration Department by holding special meeting of the Committee constituted in terms of Clause 12 (v) (a) against Class-IV (MTS) /equivalent vacancies earmarked for the calendar year 2023 and if required, roll-over procedure shall be followed accordingly:

Provided that the procedure prescribed in Clause 7 (b) of the Scheme shall be followed while considering these cases.

Further, the applications received in 2024 shall be considered in the subsequent quarter(s) against the Class-IV (MTS)/ equivalent vacancies earmarked for calendar year 2024.

11. Clause "13" shall be substituted by the following; namely:-

"13. UNDERTAKING FOR MAINTENANCE OF THE FAMILY OF THE DECEASED EMPLOYEE:

A person appointed on compassionate grounds under the Scheme shall give an undertaking in writing as per format at (Annexure- IV) that he/she will maintain properly the other family members who were dependent on the deceased in question and in case it is proved subsequently (at any time) that the family members are being neglected or are not being maintained properly by him/her, his/her appointment may be terminated forthwith. This shall be incorporated as one of the additional conditions in the appointment order applicable only in the case of appointment on compassionate grounds."

12. **Clause "16" shall be substituted by the following; namely:-**

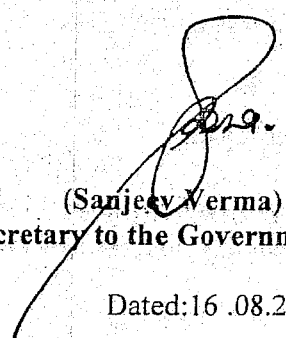
"16. TERMINATION OF SERVICE":

The compassionate appointments can be terminated on the ground of non-compliance of any condition stated in the appointment order after providing an opportunity to the compassionate appointee by way of issuing of a show cause notice asking him/her to explain why his/her services cannot be terminated for non-compliance of the condition(s) in the offer of appointment.

In order to check its misuse, the power of termination of services for non-compliance of the condition(s) in the compassionate appointment shall vest with the concerned Appointing Authority."

The above amendments shall be deemed to have been incorporated in the scheme ab-initio.

By Order of the Lieutenant Governor.


(Sanjeev Verma) IAS
Commissioner Secretary to the Government

No:GAD-SRO/221/2022 (223247)

Dated:16 .08.2024

Copy to the:

1. All Financial Commissioners (Additional Chief Secretaries)
2. Director General of Police, J&K.
3. Director General, J&K Institute of Management, Public Administration and Rural Development.
4. All Principal Secretaries to Government.
5. Principal, Secretary to the Hon'ble Lieutenant Governor.
6. All Commissioner/ Secretaries to the Government.
7. Chief Electoral Officer, J&K.
8. Principal Resident Commissioner, J&K Government, New Delhi.
9. Joint Secretary (Jammu, Kashmir & Ladakh), Ministry of Home Affairs, Gol.
10. Divisional Commissioner, Kashmir/Jammu.

11. All Heads of the Department/ Managing Directors.
12. All Deputy Commissioners.
13. Chairperson, J&K Special Tribunal.
14. Secretary, J&K Public Service Commission / BOPEE.
15. Director, Achieves, Archaeology and Museums, J&K.
16. Director Information, J&K.
17. Director Estates Jammu / Kashmir.
18. Secretary, J&K Services Selection Board / All Advisory Boards.
19. Principal Private Secretary to the Lieutenant Governor.
20. General Manager, Government Press, Jammu / Srinagar.
21. Private Secretary to Advisor (B) to Lieutenant Governor.
22. Private Secretary to the Chief Secretary.
23. I/c Website, GAD.
24. Government Order/ Stock file.

"Hindi and Urdu Version shall follow"

ANNEXURE-I

Relative Merit Points Scheme (RMPAS) For Allocation of Points or Various Attributes of Applicant for Compassionate Appointment/ Monetary Compensation.

i. Family Pension (basic excluding DR & Allowances):*

(20 points)

S. No	Proposed Slab	Points
1.	Up to 10,000	20
2.	10001-13000	18
3.	13001-16000	16
4.	16001-19000	14
5.	19001-22000	12
6.	22001-25000	10
7.	25001-28000	08
8.	28001 & above	06

ii. Terminal benefits i.e Lump sum amount received by the family on death of Government employee (i.e DCR Gratuity, GPF/Lump Sum amount under NPS, CGEGIS, Leave encashment etc.):*

(10 points)

S. No	Slab	Left Over service
1.	Upto 10,00,000	10
2	10,00,001-12,00,000	09
3	12,00,001-14,00,000	08
4	14,00,001-16,00,000	07
5	16,00,001-18,00,000	06
6	18,00,001-20,00,000	05
7	20,00,001-22,00,000	04
8	22,00,001-24,00,000	03
9	24,00,001-26,00,000	02
10	26,00,001 and above	01

iii. Leftover Service of the deceased Government employee:*

(15 points)

Leftover service of deceased	Points	Leftover service of deceased	Points	Leftover service of deceased	Points
Upto 2 years	01	Upto 12 years	06	Upto 22 years	11
Upto 4 years	02	Upto 14 years	07	Upto 24 years	12
Upto 6 years	03	Upto 16 years	08	Upto 26 years	13
Upto 8 years	04	Upto 18 years	09	Upto 28 years	14
Upto 10 years	05	Upto 20 years	10	Upto 30 years	15

*: For the tables (i,ii & iii above) Certificate to be issued by concerned DDO as per the following Proforma:

It is certified that the annual income from family pension (basic excluding DR & Allowance) and Terminal benefits i.e Lump sum amount under NPS, CGEGIS, Leave encashment etc.) of the above deceased employee is as under:

- Family Pension (basic excluding DR & Allowance) = Rs.....P.A
- Terminal benefits i.e Lump sum amount under NPS, CGEGIS, Leave encashment etc.) = Rs.P.A
- Left over service = Days.....Months....Years

iv. Annual income of earning members of the family & income from Property:**

(10 points)

S. No	Annual Income	Points
1	Nil to 1,00,000	10
2	1,00,001 to 3,00,000	08
3	3,00,001-5,00,000	06
4	5,00,001 to 7,00,000	04
5	7,00,001 to 9,00,000	02
6	Above 9,00,000	00

v. Immovable property:**

(10 points)

S. No	Proposed Slab	Points
1	Nil	10
2	Up to 200 sq ft	08
3	201 to 400 sq ft	06
4	401 to 700 sq ft	04
5	701 to 1000 sq ft	02
6	1001 or more sq ft	00

** : For table (iv & v above) Income/Property Certificate (to be issued by Tehsildar) as per following proforma:

It is certified that after due enquiry, it has been found that Sh/Smt.....S/o. W/oR/o.....Tehsil.....District.....has following immovable property:-

- Area....
- Khasra No.

It is further certified that the Annual income of earning members of the family & income from Property from all sources is Rs.

vi. Number of unmarried daughters (to be certified by Tehsildar):

(10 points)

S. No	No. of Un-married daughters	Points
1	01	05
2	02 & above	10

- vii. **Number of dependent minor children (to be certified by the authority issuing dependent certificate):**

(05 points)

S. No	No. of minor dependent children	Points
1	01	03
2	02 & above	05

- viii. **If one or more person(s) amongst the dependent family members is disable (to be certified by the authority issuing dependent certificate after due verification):**

(10 points)

S.No	Percentage Disability	Points
1.	Up to 40%	04
2.	40-60%	06
3.	60-80%	08
4.	80-100%	10

- ix. **If wife of the deceased Government official has applied for compassionate appointment/monetary compensation for herself.**

(10 points)

Annexure-II**FORM FOR SEEKING COMPASSIONATE APPOINTMENT/ MONETARY
COMPENSATION BY DEPENDENTS OF DECEASED GOVERNMENT
EMPLOYEE/ RETIRED ON INVALID PENSION**

I	(a)	Name of the Government Employee (Deceased/Retired on medical grounds)	
	(b)	Designation of the Government Employee	
	(c)	Pay level of the post/department of the deceased employee.	
	(d)	Date of birth of the Government Employee	
	(e)	Date of Death/retirement on medical grounds.	
	(f)	Total length of service rendered	
	(g)	Whether permanent or temporary	
	(h)	Whether belonging to SC/ST/OBC/Others	
II.	(a)	Name of the candidate for appointment monetary compensation.	
	(b)	Relationship with Government Employee	
	(c)	Date of Birth	
	(d)	Educational Qualification	
	(e)	Whether any other dependent family member has been appointed on compassionate grounds.	
III		Particulars of total assets left including amount of	
	(a)	Family Pension	
	(b)	D.C.R Gratuity	
	(c)	G.P.F Balance	
	(d)	Life Insurance of Policies (including Postal Life Insurance)	
	(e)	Movable and Immovable Properties and annual income earned there from by the family	
	(f)	C.G.E Insurance amount	
	(g)	Encashment of leave	
	(h)	Any other assets	
		Total	
IV		Brief Particulars of liabilities, if any	
V.		Particulars of all dependent family members of the deceased Government employee (if some are employed, their income and whether they are living together or separately)	

S.No	Name (s)	Relationship with Govt. Servant	Age	Address	Employed or not (if employed, particulars of employment and emoluments)	Marital Status
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1.						
2.						
3.						
4.						
5.						

VI. DECLARATION:

I hereby declare that the facts given by me above are, to the best of my knowledge, correct. If any of the facts mentioned herein above are found to be incorrect or false at a future date, my services may be terminated.

(Handwritten signature)

Signature of the Candidate

Name _____

Address _____

ANNEXURE III

Relative Merit Points Assessment on a 100 Point-Scale for Compassionate Appointment/Monetary Compensation

Sl. No	Parameters	Point allotted to the parameters	Points scored the candidate
1.	Family Pension (Excluding DR & Allowance)	20	
2.	Terminal benefits i.e Lump sum amount received by the family on death of Govt. employee (i.e DCR Gratuity, GPF/Lump sum amount under NPS, CGEGIS, Leave encashment etc..	10	
3.	Annual income of earning members and income from property	10	
4.	Immovable property	10	
5.	Leftover Service of the deceased Government Employee	15	
6.	Number of un-married daughters	10	
7.	Number of dependent minor children	05	
8.	If wife of the deceased Govt. employee has applied for compassionate appointment/monetary compensation for herself.	10	
9.	If one or more person(s) amongst the dependent family members is disable (with% of disability)	10	
	Total	100	

ANNEXURE-IV

UNDERTAKING (from Judicial Magistrate 1st Class):

I hereby declare that I shall maintain properly the other family members who were dependent on the deceased namely _____ and in case, it is proved at any time that the dependent family members are being neglected or not being properly maintained by me, my appointment may be terminated.

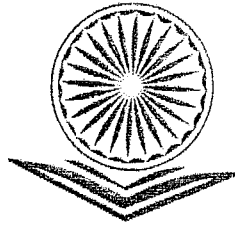
(Signature)

Draft

**Guidelines for Equitable Opportunity to the Socio-Economically
Disadvantaged Groups (SEDGs) in HEIs**

Annexure-VI

February 2023



ज्ञान-विज्ञान विमुक्तये



सत्यमेव जयते

Ministry of Education
Government of India

Expert Committee

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* The UGC sincerely acknowledges feedback and inputs given by Prof. Anil Sutar, TISS, Mumbai, on Guidelines for Equitable Opportunity to the Socio-Economically Disadvantaged Groups (SEDGs) in HEIs.

DRAFT

Guidelines for Equitable Opportunity to the Socio-Economically Disadvantaged Groups (SEDGs) in HEIs

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Section One

Socio-Economically Disadvantaged Groups (SEDGs)

1.1 Introduction:

Accessibility of quality education to all has been a major challenge in countries all over the world. In our country, there are several disadvantaged groups, such as women, minorities, SCs and STs, who lag behind others in the field of education. Taking all together in the development of the nation is the prime goal of the Government of India. Accordingly, the National Education Policy (NEP) 2020 emphasizes the need to address the issues of students belonging to Socio-Economically Disadvantaged Groups (SEDGs).

The students belonging to SEDGs face several challenges and difficulties in accessing quality education because of socio-cultural, economic, and historical reasons. The NEP 2020 has identified people with the following identities as *Socio-Economically Disadvantaged Groups* (SEDGs) and emphasized their increased participation, particularly in higher education:

(i) Gender Identity:

- Female (Girls and Women make up about half of all SEDGs and, in particular, those belonging to underrepresented groups have multiple disadvantages)
- Transgender.

(ii) Social Backwardness Identity:

- Scheduled Castes (SCs)
- Scheduled Tribes (STs)

(iii) Educational and Economic Backward Identity:

- Non-Creamy Layer among Other Backward Classes (OBCs)
- Economically Weaker Sections (EWSs)
- Students from the vernacular medium schools
- First Generation Learners

(iv) Minority Identity:

- Religious Minorities
- Linguistic Minorities

(v) Persons with Disabilities and Benchmark Disabilities.

- A person with long-term physical, mental, intellectual, or sensory impairment,
- A person with not less than forty percent of a specified disability as certified by the certifying authority.

(vi) Vulnerable and Low Socio-economic conditions:

- Migrant communities,
- Low-income households Below Poverty Line (BPL)
- Child beggars and Children in vulnerable situations
- Victims of or children of victims of trafficking
- Students who lost their parents
- Any other group of low socio-economic conditions

(vii) Less-developed, poor-access, and disadvantaged locations:

- Villages and towns
- Tribal Areas /Scheduled Areas as mentioned in the V and VI Schedule under the Constitution of India.
- Slums
- Aspirational Areas with Special Educational Zones (SEZs)
- North East States
- Islands
- Conflict-Prone Areas
- Disaster-prone areas, including flood, drought, earthquake, etc.
- Border Areas.

Accomplishing the goals of NEP 2020 is considered necessary to help India addressing effectively the challenges of her commitment to achieving the Sustainable Development Goals (SDGs), adopted by all United Nations Member States in 2015, particularly the challenges related to achieving SDG-4 (quality education), SDG-5 (gender equality), SDG-1 (no poverty), and SDG-8 (decent work and economic growth). These guidelines are meant to ensure that students belonging to Socio-Economically Disadvantaged Groups (SEDGs) have a safe and secure environment and equitable access to quality education in Higher Educational Institutions (HEIs), as specified in the New Education Policy (NEP) 2020.

1.2 Objectives:

- a) Improving equitable access to quality education for SEDGs through bridge courses, earn-while-learn, and outreach programmes;
- b) Extending and ensuring basic facilities and amenities to SEDGs for inclusive, healthy, safe, and secure environments on campuses; and
- c) Setting up Equal Opportunity Cell for the purpose of sensitization of all stakeholders, policy implementation, monitoring, equalizing access to inclusive quality higher education, ensuring respectful dignity, promoting egalitarian and constitutional values, and grievance redressal in Higher Education Institutions in India.

The following measures are suggested in the NEP 2020 to achieve the objectives:

1. Make admissions processes more inclusive.
2. Make the curriculum more inclusive.
3. Develop *bridge courses* for students from disadvantaged educational backgrounds.
4. Ensure *sensitization* of faculty, counselors, and students on the gender-identity issue and its inclusion in all aspects of the HEI, including curricula.
5. Strictly enforce all *no-discrimination* and *anti-harassment rules*.
6. Develop a roadmap that contains specific plans for action on increasing participation from SEDGs, including but not limited to the above items.

Section Two

Interventions to make HEIs more Inclusive, Equitable, and Sensitive to SEDGs

There is a need to provide a robust framework to HEIs for formulating measures to make HEIs more inclusive, equitable, and sensitive to students belonging to SEDGs. To facilitate learning for all students, with special emphasis on Socio-Economically Disadvantaged Groups (SEDGs), HEIs may undertake appropriate affirmative actions such as a) Bridge Courses, b) Earn-while-Learn, c) Outreach programmes - SEDGs Special Education Zones, and d) Sensitizing Stakeholders of HEIs. Finally, to ensure the working of these measures, primarily for making the HEIs more inclusive, equitable, and sensitive to SEDGs, HEIs shall establish an Equal Opportunity Cell (EOC) for Socio-Economically Disadvantaged Groups. A brief account of each of these measures is given on the following pages:

2.1 Bridge Courses:

Bridge courses are helpful, especially for newly admitted students in the transition to studying in higher education institutions. It is aimed at helping the moderate and below moderate level students belonging to the SEDGs at the entry-level to bridge the gap between the subjects studied at the previous level and those to be examined at the entry level of the new academic programme that the students have been admitted to. It provides an adequate foundation in the core subjects so that such students do not have difficulty when the classes commence.

The bridge courses are intended to help the students of SEDGs category perform academically at par with other category students. Such courses are to be conducted every year before the commencement of the semester programme. The Bridge courses are to provide in advance both primary and supplementary knowledge on the advanced subjects taught to these students during the semesters. For this purpose, academic institutions need to identify students who require to undergo the bridge courses, and wherever possible, the bridge courses can be taught in the local languages. The bridge courses should be tailor-made to meet the requirements of SEDG students, and a unique timetable should be prepared to deliver the content.

2.1.1 Objectives of Bridge courses:

1. To help the students to overcome deficiencies in their learning.
2. To help those students with different learning abilities and multiple challenges to perform at par with other students.
3. To act as a buffer for the new entrants.
4. To provide adequate time to the SEDGs students for a smooth transition to hardcore engineering and other professional courses.

5. To provide in advance basic knowledge on core courses to prepare the students for the identified courses, which will commence in the forthcoming semesters.
6. To equip the students with the necessary knowledge and confidence to take on more challenges.

2.1.2 Steps to be taken by Universities/Colleges:

The Universities and Colleges shall undertake some actionable steps to introduce relevant bridge courses. These shall include the following:

1. Bridge courses for students with learning deficiencies and inadequacies. These classes are conducted for students to assist them in achieving expected competencies in subjects. Bridge courses can also be taken from online platforms such as SWAYAM.
2. Orientation courses for freshers. These are preparatory courses such as mathematics, computers, communication skills, accounting, etc., designed to connect a student's previous course. The course student wants to join so that he/she does not have to begin from the start of the course the student wants to take differently from the course he is currently pursuing.

Broader Areas to be focused upon:

- a) The national development concerns, development perspectives, and priorities.
 - b) Connect with the community, world of work, and global society.
 - c) Self-empowerment, motivation, teamwork, and leadership development.
 - d) Elective living in a constructive and creative way with competence and confidence; life skills including elective communication, decision-making, problem-solving, creative thinking, critical/ scientific thinking, interpersonal skills, self-awareness, empathy, equanimity, coping with stress, and resilience.
 - e) Emerging career opportunities and challenges.
 - f) E-learning resources, application of Information and Communications Technology (ICT), and social media for making education employable.
3. The infrastructural and other facilities in the HEIs shall be utilized to realize the objectives of the bridge courses.

2.2 Earn-while-Learn

The *Earn-while-Learn* (EWL) scheme is a means to help the SEDGs students earn and support their education and acquire skills and capabilities that would enhance their employability. It attempts to mitigate the economic hardships of learning and enhance the learner's adaptability. Both will improve the quality of education and make it a purposeful endeavour. It provides the students opportunities to develop their personality, gain technical skills and build their entrepreneurial ability, which would help them take up professional assignments relatively quickly. Under this scheme, opportunities for part-time engagement are provided to needy students. The indicative list of such engagement opportunities may include working on research projects with an assistantship, Library assignments, Computer services, Data entry, laboratory assistants, etc.

The effectiveness of any learn-and-earn program depends on its adherence to four foundational pillars: academic rigor, relevant work experience, student financial support, and stakeholder investment in learn-and-earn programs. The pillars are held in place by a commitment to ensuring accountability, giving students the opportunity for career exploration and professional development, and conferring credentials.

2.2.1 Benefits of the Earn-while-Learn Scheme:

Some of the benefits that the students may access through the Earn-while-Learn scheme include the following:

1. Enhancement of employability skills and career preparedness.
2. The *Earn-while-Learn Scheme* initiative will help to reduce the dropout rate.
3. The proper and effective implementation of the scheme will further minimize their parents' burden of their education expenses.
4. This initiative will have a positive impact on the student's career. On one hand, students are earning some extra money, while on the other, they are getting work experience and hands-on training while studying, something that needs to be encouraged in our education system.
5. Acquisition of work experience and hands-on practice during learning.
6. Providing means of education to socio-economically disadvantaged students.
7. Make students more resourceful due to their work experience and acquire job skills.
8. Open various career opportunities to take better jobs in the future and enhance employment prospects.
9. Increase networking possibilities for the institution and the students.
10. Students acquire the requisite competence and attitude etc.
11. Adds value to the resume of students.

2.2.2 Opportunities:

HEIs may provide various part-time engagement opportunities to the enrolled students in any academic departments of the HEIs within the campus. The Head/Director/Coordinator of Academic Departments having eligible students for this scheme should prepare a pool of such candidates in consultation with Dean and Equal opportunity Cell and get it approved by a competent authority, i.e., Vice Chancellor/ Principal, for each academic session.

2.2.3 Remuneration:

The rate of remuneration for each of the students will be a consolidated amount on an hourly basis for the part-time service they render, a maximum of 20 hours per week, 20 days per month. The payment may be made on an actual basis. The services of the student will be rendered after class hours.

2.2.4 Steps to be taken by Universities/Colleges:

- a. Institutions have to ensure flexibility to the students for acquiring knowledge and skills essential to earn a living.
- b. Identify the types of work engagement on the campus that can be taken up by students in part-time mode.
- c. Publicize the "Earn while Learn" opportunities widely.
- d. Draw a transparent selection process. Priority may be given to needy students.
- e. Institutions must collaborate with Government and Non-Government agencies for funding or seek projects for implementing the scheme.
- f. Provide necessary weightage to the scheme by including it as a criterion for assessment and accreditation.
- g. Students engaged in "Earn while Learn" may be issued a certificate.

2.3 Outreach Programme - SEDGs Special Education Zones:

An outreach program aims to help, uplift, and support those who are deprived of certain services and rights. It involves giving training, social planning, health support, and other projects for their welfare.

Students from socio-economically disadvantaged backgrounds require encouragement and support to make a successful transition to higher education. Universities and colleges should strive to provide services such as language translation, recording services, and assistive technologies. HEIs need to mobilize resources to carry out this effectively. Professional, academic, and career counselling is to be made available to all the students; also counsellors to ensure the physical, psychological, and emotional well-being of the students.

Aspirational areas are those areas that have a larger proportion of SEDGs. There are geographical locations in the country that have been identified as Aspirational Districts which require special interventions to promote their educational development. NEP 2020 recommended those regions of the country with large populations from educationally-disadvantaged SEDGs which should be declared Special Education Zones (SEZs), where all the schemes and policies are implemented to the maximum extent through additional concerted efforts in order to truly transform the educational landscape.

2.3.1 Steps to be taken by the Universities/ Colleges:

- Institutions have to ensure students' flexibility for outreach programmes.
- Guidelines and principles relating to implementing the outreach programmes must be prepared.
- Universities and colleges have to design the curriculum to embed outreach programmes.
- Institutions must collaborate with Government and Non-Government agencies to conduct such outreach programmes.

2.4 Sensitizing HEIs on Challenges related to SEDGs:

Appropriate sensitization programmes are introduced and regularly organized for all teachers, administrators, functionaries, and students of HEIs, so that the latter become more open to valuing the relevance of inclusive policies such as reservation policy, etc. There is a need to adhere to the principles of inclusion and equity at all levels of the HEIs' engagement with the SEDGs students, and it requires more sensitivity to the challenges faced by the SEDGs students, particularly concerning their self-respect, self-esteem, and dignity.

Section Three

Equal Opportunity Cell (EOC)

All HEIs shall set up Equal Opportunity Cell to ensure opportunities for inclusive, equal and quality higher education to the SEDGs students. The Equal Opportunity Cell shall function as a statutory umbrella body over the existing Cells, such as the SC/ST Cell, OBC Cell, or any other Cell, without any hindrance or interference to the functioning and mandated activities of the latter.

The Equal Opportunity Cell within every HEIs shall protect the constitutionally guaranteed rights, dignity, safety, and security of all individuals belonging to the SEDGs and also ensure them equalizing access and opportunities to pursue higher education with the help of the existing statutory bodies such as SC/ST Cell and OBC Cell.

3.1 Objectives of Equal Opportunity Cell:

1. To protect all the constitutional rights of the SEDGs students.
2. To ensure that the HEIs are inclusive, safe, and secure for the SEDGs students.
3. To provide socio-emotional and academic support and mentoring for the students belonging to the SEDGs through proper counselling and mentoring programmes.
4. To ensure proper implementation and monitoring of bridge courses designed by the HEIs to benefit SEDGs students.
5. To ensure implementation of all such programmes designed and developed by HEIs to increase the participation of SEDGs students in academic activities.
6. To ensure implementation of all policies, including reservation policies and various schemes, programmes, and guidelines of the Govt. of India.
7. To ensure that the HEIs develop appropriate outreach programmes to help the SEDGs students from Special Education Zones (SEZs) to avail the various opportunities of educational/academic programmes of HEIs.
8. Ensure proper implementation of all laws against discrimination and atrocities against the SCs and STs.
9. To circulate, publicize, facilitate, and monitor the implementation of the UGC guidelines and instructions issued from time to time in favour of SEDGs.

10. To redress the grievances and complaints of the SEDGs students within 15 days through a Grievances Redressal Committee (GRC) without compromising the safety and dignity of the complainant.

3.2 Functions of Equal Opportunity Cell:

1. To co-ordinate with other existing cells and statutory bodies of the HEIs and enable implementation of the existing schemes and provisions, including scholarships and fellowships of the Govt. of India and respective States.
2. To ensure the implementation of bridge courses, earn-while-learn schemes, and outreach programmes designed and developed by HEIs for SEDGs.
3. To provide socio-economic, academic, and emotional support and mentoring for such students through proper counselling and mentoring programmes.
4. To ensure sensitization of faculty, staff, counsellors, and students on the gender-identity issue and their inclusion in all aspects of the HEI, including making curricula gender and ability inclusive.
5. To explore and generate funds from various sources like Corporate Social Responsibilities (CSR) and Alumni to provide more financial assistance and scholarships to SEDGs to mitigate opportunity costs and fees for pursuing higher education.
6. Coordinate with the Internal Quality Assurance Cell (IQAC) to raise awareness about the implementation of various policies for inclusive and equitable quality higher education.
7. To work as a 'Single Window' for students belonging to SEDGs for their grievances, basic needs, amenities, facilities, welfare measures, and scholarships and fellowships.
8. To upload guidelines, facilities, welfare, and safety measures on HEI's portal and maintain such records to review and monitor amenities and basic facilities for a safe and secure environment for SEDGs.
9. To circulate, publicize, and facilitate existing welfare schemes like – Remedial, NET, entry into services, and residential Coaching for SC/ST/OBC (non-creamy layer), Minority Community, and PwD Students.
10. To establish a team of counsellors, social workers, and faculty members to provide emotional and social support to SEDGs to adapt to the environment of the HEI.
11. To focus on overall personality and skill development, including professional and soft skills, so as to ensure enhancing the student employability.
12. To organize periodic meetings and to monitor the progress of various schemes and all the HEIs may prepare the database.

13. To assess the needs of SEDGs and make necessary recommendations to the authorities of the institutions.
14. To make faculty, staff, students, and service professionals aware of facilities available for SEDGs.
15. To sensitize all the students to bring an attitudinal change towards SEDGs. Students should accept and involve SEDGs in curricular, co-curricular, and extra-curricular activities in the HEIs.
16. To hold regular meetings with SEDG students to check their grievances and also meet with management/authorities of HEIs to facilitate discussion of the grievances of SEDG students and maintain the confidentiality of deliberations and data.
17. To review, monitor, and ensure disposal of all grievances within 15 days.

3.3 Governance of Equal Opportunity Cell:

The Equal Opportunity Cell shall have the following composition:

- | | |
|--|---------------------|
| 1. Dean or Director of Equal Opportunity Cell to be nominated by the Head of the HEI | ...Chairperson |
| 2. A senior faculty member to be nominated by Vice Chancellor / Principal | ...Member |
| 3. Liaison Officer of Equal Opportunity Cell | ...Member |
| 4. In-charge of Internal Complaint Committee | ...Member |
| 5. Coordinator/Director of IQAC | ...Member |
| 6. Women Representative to be nominated by the Head of the HEI | ...Member |
| 7. Students' Representative to be nominated by the Head of the HEI. | ...Member |
| 8. Assistant Registrar/ Administrative Officer to be nominated by Head of HEI | ...Member Secretary |

Glossary

Definitions/ Key-terms

The definitions mentioned in these guidelines are under those appearing in the relevant Gazette notifications, Government of India, and guidelines notified by the University Grants Commission, unless the context otherwise requires, as under:

1. The **Socio-Economically Disadvantaged Groups (SEDGs)** are those who, for historical reasons and the causes of their prevailing disadvantaged social, economic, educational, vocational, and locational conditions, cannot have equal access to the various facilities and opportunities available for higher education.
2. The category "**Economically Weaker Section (EWS)**" refers to those sections of society that are not covered under the scheme of reservation for SC/ST/OBC and whose gross annual income from all sources (as per the existing criteria) is below Rs.8 lakhs for the financial year preceding the year of application for admission/recruitment.
3. The category "**Other Backward Classes**" refers to the class or classes of citizens who are socially and educationally backward and are so determined and listed by the Central Government or by State Governments in the respective list of OBCs.
4. As per the existing notification, the Creamy Layer status of an OBC student is determined based on the income status of their parents. Hence, under the SEDGs, eligible OBC students are those in the "non-Creamy layer," which means the parents' income of an OBC student has been below Rs.8 lakhs per annum during the last three consecutive years. (Ref. DoPT O.M. No 36033/1.2013-Estt. (Res.) dated 13th September 2017 (which may be amended from time to time).
5. "**Persons with disabilities**" means a person with a long-term physical, mental, intellectual, or sensory impairment which, in interaction with barriers, hinders a person's complete and adequate participation in society equally with others, as defined under the Rights of Persons with Disabilities Act, 2016.

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6. **"Persons with benchmark disabilities"** means a person with not less than forty percent of a specified disability where a specified disability has not been defined in measurable terms and includes persons with disabilities where a specified disability has been defined in measurable terms, as certified by the certifying authority.
 7. **"Scheduled Castes"** means the Scheduled Castes, notified under Article 341 of the Constitution of India.
 8. **"Scheduled Tribes"** means the Scheduled Tribes, notified under Article 342 of the Constitution of India.
 9. **"Special Education Zones (SEZs)"** means those aspirational areas containing larger numbers of SEDGs.
 10. **"SEDGs Budget"** means the separate budget generated by HEIs from their own sources/CSR/Voluntary/Donations for the welfare and benefit of students belonging to SEDGs.

"Dr. KAPILA RAINA MEMORIAL MBBS TOPPER IN THE SUBJECT OF BIO-CHEMISTRY GOLD MEDAL"

1. There shall be a Gold Medal every year for the topper in the subject of Bio-Chemistry of MBBS Course of the Government Medical College, Jammu.
2. The Medal is being instituted in memory of and as tribute to the valuable and selfless service rendered by Dr. Kapila Raina, while working as Associate Professor in the Department of Bio-Chemistry, government Medical College, Jammu and who died at the young age of 45 years on 5th of July 2023.
3. The Medals to be awarded shall be named as – "DR. KAPILA RAINA, MBBS (BIO-CHEMISTRY) GOLD MEDAL" and this shall be inscribed on the Medal alongwith the year of award.
4. The Medal shall be awarded each year out of the annual income accruing from the endowment of Rs. 15,00,000/- made in her memory by Sh. Bansilal Sharma, husband of Dr. Kapila Raina, residing at Pouni Chak, Jammu or his legal heirs thereof.
5. The Medal shall be awarded to the student of Department of Bio-Chemistry, Government Medical College, Jammu who secures higher percentage of marks in the subject of Bio-Chemistry amongst the students in the regular Four and Half Years' MBBS Course of the Government Medical College, Jammu.
6. If more than one student is bracketed in the merit for award, such students will be awarded Medals of equal value within the annual income of the endowment.
7. If for any particular year there happens to be no eligible student in the Course OR for any reason, Medals are not awarded, the annual income of the endowment accrued for the year shall be added to the corpus of the endowment with the University.
8. The Gold Medal shall be presented alongwith a scroll of merit, for this Medal, to be issued by the University, as per the draft consented to by Sh. Bansilal Sharma or his legal heirs.
9. The intimation of the award of the medal with the name of the recipient with total number of Marks obtained shall be sent every year by the Registrar to Sh. Bansilal Sharma or his legal heirs.

[Handwritten signature]

10. The endowment shall be kept under fixed deposit account in a Nationalized Bank and /the endowment shall continue to exist as long as the University exists and shall not be transferred to any other University or body without the /written consent of Sh. Bansi Lal Sharma or his legal heirs.

11. The Medal shall be awarded to the student/s eligible for the purpose /at the Annual Convocation of the University. In case the Annual Convocation is not held for a particular year/years, the Medals for all such years shall be awarded at the Convocation held next.

12. The annual income of the endowment shall be subject to a deduction of 10% which would be added to the Corpus of the trust/endowment /with the University.

13. The Gold Medal will of 60 gms. silver with 08 gms. Gold plated (22 ct) having dia of 2 inch.

Bansi Lal Sharma

Annexure-VIII

Union Territory of Jammu and Kashmir
Social Welfare Department
Civil Secretariat, J&K

NOTIFICATION

Jammu, 15th March, 2024

S.O. 736 -In exercise of the powers conferred by section 23 of the Jammu and Kashmir Reservation Act, 2004, the Rights of Persons with Disabilities Act, 2016 and all other enabling provisions in this behalf and in supersession of notification S.O.537 dated 19.10.2022, the Lieutenant Governor is pleased to direct that the following amendments shall be made in the Jammu and Kashmir Reservation Rules, 2005; namely:-

1. In rule 2 of Jammu & Kashmir Reservation Rules, 2005:-

(i) clause (xia) shall be omitted;

(ii) clause (xv) shall be substituted by the following; namely:-

"(xv) "Other Backward Classes" mean the classes declared as such as per Annexure 'D' to these rules; and"

2. In rule 4, the table appended thereto shall be substituted by the following table:-

(a)	Scheduled Castes	8%
(b)	Scheduled Tribes	20%
	i. 1. Bakarwal 2. Balti 3. Beda 4. Bot. Boto 5. Brokpa, Drokpa, Dard, Shin 6. Changpa 7. Garra 8. Gaddi 9. Gujjar 10. Mon 11. Purigpa 12. Sippi; (existing list as per the Constitution (Jammu and Kashmir) Scheduled Tribes Order, 1989 and the Constitution (Scheduled Tribes) Order (Amendment) Act, 1991.	10%
	ii. 1. Gadda Brahmin 2. Koli 3. Paddari Tribe 4. Pahari Ethnic Group; (added vide the Constitution (Jammu and Kashmir) Scheduled Tribes Order (Amendment) Act, 2024)	10%
(c)	Socially & Educationally Backward Classes (other than Scheduled Castes & Scheduled Tribes):	
	(i) Other Backward Classes;	8%
	(ii) Residents of areas adjoining line of Actual Control (A) (International Border (IB);	4%
	(iii) Residents of Backward Areas.	10%

(d)	Economically Weaker Sections (EWSs)	10%	
(e)	Ex-Servicemen	6%	Horizontal Reservation
(f)	Persons with Disabilities	4%	

3. In rule 13, the table appended thereto shall be substituted by the following table:-

(i)	Scheduled Castes	8%	
(ii)	Scheduled Tribes	20%	
	i. 1. Bakarwal 2. Balti 3. Beda 4. Bot, Boto 5. Brokpa, Drokpa, Dard, Shin 6. Changpa 7. Garra 8. Gaddi 9. Gujar 10. Mon 11. Purigpa 12. Sippi; (existing list as per the Constitution (Jammu and Kashmir) Scheduled Tribes Order, 1989 and the Constitution (Scheduled Tribes) Order (Amendment) Act, 1991.	10%	
	ii. 1. Gadda Brahmin 2. Koli 3. Paddari Tribe 4. Pahari Ethnic Group; (added vide the Constitution (Jammu and Kashmir) Scheduled Tribes Order (Amendment) Act, 2024)	10%	
(iii)	Socially & Educationally Backward Classes (other than Scheduled Castes & Schedules Tribes:		
	(a) Other Backward Classes;	8%	
	(b) Residents of areas adjoining line of Actual Control (ALC)/International Border (IB);	4%	
	(c) Residents of Backward Area	10%	
(iv)	Economically Weaker Sections (EWSs)	10%	
(v)	Persons with Disabilities	4%	Horizontal Reservation
	(a) Children of Defence Personnel	3%	
	(b) Children of Para-military Forces and UT Police Personnel	1%	
	(c) Candidates possessing outstanding proficiency in sports	2%	

4. Rule 14 shall be omitted.

5. In rule 15, the table appended thereto, shall be substituted by the following table:-

(i)	Open Merit Category	50%
(ii)	Reserved Categories	
	(a) Scheduled Caste	8%
	(b) Scheduled Tribe	20%
	i. 1. Bakarwal 2. Balti 3. Beda 4. Bot, Boto 5. Brokpa, Drokpa, Dard, Shin 6. Changpa 7. Garra 8. Gaddi 9. Gujar 10. Mon 11. Purigpa 12. Sippi; (existing list as per the Constitution (Jammu and Kashmir) Scheduled Tribes Order, 1989 and the Constitution (Scheduled Tribes) Order (Amendment) Act, 1991.	10%
	ii. 1. Gadda Brahmin 2. Koli 3. Paddari Tribe 4. Pahari Ethnic Group; (added vide the Constitution (Jammu and Kashmir) Scheduled Tribes Order (Amendment) Act, 2024)	10%
	(c) Socially and Educationally Backward Classes	
	i. Residents of Backward Areas	10%
	ii. Residents of Area Adjoining Actual Line of Control/International Border	4%
	iii. Other Backward Classes	8%
	(d) Children of Defence Personnel	1%
	(e) Children of Para-military Forces and UT Police Personnel	1%
	(f) Candidates possessing Outstanding Proficiency in sports	1%
	(g) Economically Weaker Sections (EWSs)	10%

6. In rule 18, in the table appended thereto;

(i) in sub-entry (i) of entry (a), for the words "Weak and Under Privileged Classes (Social castes)", the words "Other Backward Classes" shall be substituted;

(ii) sub-entry (iv) of entry (a) shall be omitted; and

(iii) in entry (g), the words "Pahari Speaking People" shall be omitted.

7. In rule 21;

- (i). In clause (iv), the following shall be added as second, third and fourth proviso respectively, namely:-

“Provided further that a person claiming the benefit under the Pahari Ethnic Group category must be:-

- (a) a member of the Pahari Clan, Community or Tribe having Distinct Cultural, Ethnic and Linguistic identity.
- (b) she/he must be speaking Pahari language and his/her mother tongue must be Pahari.
- (c) she/he must produce Aadhaar Card/Voter Identity Card/Domicile Certificate.
- (d) Further, Tehsildar, shall be the authority to certify the claim of persons belonging to said Category:

Provided also that the procedure for identification of persons claiming benefit as part of Paddari Tribe shall be as follows:-

- a) a person claiming benefit as a member of Paddari Tribe shall substantiate her/his claim on the basis of revenue documents or any other documents establishing that she/ he ancestrally belongs to Paddar area of Kishtwar district.
- b) she/he must produce Aadhaar Card/Voter Identity Card/Domicile Certificate.
- c) Further, Tehsildar, shall be the authority to certify the claim of persons belonging to said Category:

Provided also that procedure for identification of persons claiming benefit as part of Gadda Brahmin Tribe shall be as follows:-

- a) For a person claiming benefit as part of Gadda Brahmin Tribe the certificate issuing authority would satisfy herself/ himself regarding the genuineness of the claim on the basis of record produced by the applicant and / or local inquiry / report by lambardar / chowkidar etc.
- b) she/he must produce Aadhaar Card/Voter Identity Card/Domicile Certificate.
- c) Further, Tehsildar, shall be the authority to certify the claim of persons belonging to said Category.”; and

- (ii). Clause (ix) shall be omitted.

8. Annexure 'D' shall be substituted by Annexure 'D' forming annexure to this notification.

9. Form IIIA and XV shall be omitted.

10. For the words "Weak and Under Privileged Classes (Social castes)" wherever appearing in the rules and annexure/form forming part thereto, the words "other backward classes" with necessary grammatical variations shall be substituted.

11. For the words "Physically Challenged Persons" or "Handicapped" wherever appearing in the rules and annexure/form forming part thereto, the words "Persons with Disabilities" with necessary grammatical variations shall be substituted.

By order of the Government of Jammu and Kashmir.

Sd/-

Sheetal Nanda, IAS

Commissioner/ Secretary to the Government

Dated: 15/03/2024

No: SWD-Acts/2/2024-02

Copy to the:

1. All Financial Commissioners (Additional Chief Secretaries).
2. Director General of Police, J&K.
3. Director General, J&K Institute of Management, Public Administration and Rural Development
4. All Principal Secretaries to the Government.
5. Principal Secretary to the Lieutenant Governor.
6. All Commissioner/Secretaries to the Government.
7. Joint Secretary (Jammu, Kashmir and Ladakh), MHA, Government of India.
8. Divisional Commissioner, Kashmir/Jammu.
9. Chairperson, J&K Special Tribunal.
10. All Head of Department/Managing Directors.
11. Secretary, J&K Public Service Commission
12. Director, Archives, Archaeology and Museums, J&K.
13. Director Information, J&K
14. Secretary, J&K Services Selection Board.
15. General Manager, Government Press, Jammu/Srinagar.
16. Private Secretary to the Chief Secretary.
17. Private Secretary to Commissioner/Secretary to the Government, GAD.
18. Private Secretary to Commissioner/Secretary to the Government, Social Welfare Department.
19. Incharge Website, Social Welfare Department.
20. Stock file

Manoj Kumar, IAS

Under Secretary to the Government
Social Welfare Department

Other Backward Classes

Every person who belongs to any of the following castes; namely:-

1. Bahach Hanjie, Shikara Wallas and Bhat Hanji excluding house boat owners
2. Fishermen including Gada Hanz
3. Markabans whose sole livelihood depends on Markabani
4. Kumahars
5. Shaksaz
6. Mochi
7. Bangies Khakrobes
8. Hajjam / Nai
9. Dhobi
10. Bhands, Baghat
11. Mirasis
12. Madari/Bazigars
13. Kulfaqir
14. Dambali Faqir
15. Dooms (excluding SCs)
16. Shupri Wattal
17. Sansis
18. Sikligars
19. Jheewars
20. Gharati (Rural only)

Explanation:- Gharati shall mean a Gharati who runs a "Gharat on water" and shall not include the grinding machine running on electricity.

21. Teeli, Telwani, Teeli (Hindu along with already existing Muslim Teeli)
22. Lohars
23. Tarkhans, Najars
24. Gilkar (Mason)
25. Labana Community
26. Sheer-Gojries, Gojri, Gojar
27. Yogi / Jogi / Nath and Bouris / Beria / Bowaria Communities
28. Waghers / Chohan
29. Gharath / Bhatt / Chang Community
30. Jat Community

31. Saini Community
32. Markabans / Pony Walas
33. Sochi Community
34. Christian Biradari (Converted from Hindu Valmiki)
35. Sunar/ Swarankar /Zargar
36. Perna/ Kouro (Kaurav)
37. Bojru/ Decount/ Dubdabay Brahmin
38. Gorkans
39. Gorkhas
40. West Pakistani Refugees (excluding SCs)
41. Acharyas.

[Handwritten signature]



Union Territory of Jammu and Kashmir
Social Welfare Department
Civil Secretariat, J&K

NOTIFICATION

Jammu. 21st May, 2024

S.O 305 :- In exercise of the powers conferred by section 23 of the Jammu and Kashmir Reservation Act, 2004 and all other enabling provisions in this behalf, the Lieutenant Governor is pleased to direct that the following amendments shall be made in the Jammu and Kashmir Reservation Rules, 2005; namely:-

1. In rule 5, sub-rule (1), the table thereto shall be substituted by the following table:-

1.	Open Merit
2.	Scheduled Caste
3.	Open Merit
4.	*Scheduled Tribe 1
5.	**Scheduled Tribe 2
6.	Open Merit
7.	Backward Area
8.	Other Backward Classes
9.	Economically Weaker Section
10.	Open Merit
11.	Open Merit
12.	Line of Actual Control/International Border
13.	Open Merit
14.	Scheduled Tribe 1
15.	Scheduled Tribe 2
16.	Open Merit
17.	Backward Area
18.	Other Backward Classes
19.	Economically Weaker Section
20.	Open Merit
21.	Open Merit
22.	Scheduled Caste
23.	Open Merit
24.	Scheduled Tribe 1

25.	Scheduled Tribe 2
26.	Open Merit
27.	Backward Area
28.	Line of Actual Control/International Border
29.	Economically Weaker Section
30.	Open Merit
31.	Open Merit
32.	Scheduled Caste
33.	Open Merit
34.	Scheduled Tribe 1
35.	Scheduled Tribe 2
36.	Open Merit
37.	Backward Area
38.	Other Backward Classes
39.	Economically Weaker Section
40.	Open Merit
41.	Open Merit
42.	Scheduled Caste
43.	Open Merit
44.	Scheduled Tribe 1
45.	Scheduled Tribe 2
46.	Open Merit
47.	Backward Area
48.	Other Backward Classes
49.	Economically Weaker Section
50.	Open Merit
51.	Open Merit
52.	Line of Actual Control/International Border
53.	Open Merit
54.	Scheduled Tribe 1
55.	Scheduled Tribe 2
56.	Open Merit
57.	Backward Area
58.	Other Backward Classes
59.	Economically Weaker Section
60.	Open Merit
61.	Open Merit
62.	Scheduled Caste

63.	Open Merit
64.	Scheduled Tribe 1
65.	Scheduled Tribe 2
66.	Open Merit
67.	Backward Area
68.	Other Backward Classes
69.	Economically Weaker Section
70.	Open Merit
71.	Open Merit
72.	Scheduled Caste
73.	Open Merit
74.	Scheduled Tribe 1
75.	Scheduled Tribe 2
76.	Open Merit
77.	Backward Area
78.	Other Backward Classes
79.	Economically Weaker Section
80.	Open Merit
81.	Open Merit
82.	Scheduled Caste
83.	Open Merit
84.	Scheduled Tribe 1
85.	Scheduled Tribe 2
86.	Open Merit
87.	Backward Area
88.	Other Backward Classes
89.	Economically Weaker Section
90.	Open Merit
91.	Open Merit
92.	Scheduled Caste
93.	Open Merit
94.	Scheduled Tribe 1
95.	Scheduled Tribe 2
96.	Open Merit
97.	Backward Area
98.	Line of Actual Control/International Border
99.	Economically Weaker Section
100.	Open Merit

Answer

Note:

* **Scheduled Tribe 1** includes the following tribes which were existing prior to the coming into force of the Constitution (Jammu and Kashmir) Scheduled Tribes Order (Amendment) Act. 2024 and as per the Constitution (Jammu and Kashmir) Scheduled Tribes Order. 1989 and the Constitution (Scheduled Tribes) Order (Amendment) Act. 1991:-

1. Bakarwal; 2. Balti; 3. Beda; 4. Bot, Boto; 5. Brokpa, Drokpa, Dard, Shin;
6. Changpa; 7. Garra; 8. Gaddi; 9. Gujjar; 10. Mon; 11. Purigpa; 12. Sippi.

** **Scheduled Tribe 2** includes the following tribes which were added in terms of the Constitution (Jammu and Kashmir) Scheduled Tribes Order (Amendment) Act, 2024:-

1. Gadda Brahmin; 2. Koli; 3. Paddari Tribe; 4. Pahari Ethnic Group

2. In Rule 15, the second proviso shall be substituted by the following; namely:-

“Provided further that for undergraduate and post graduate courses in professional colleges/institutions, if sufficient number of reserved seats are not available to accommodate all the reserved categories in a selection process, the available reserved seats shall be rotated in such a manner that all reserved categories get their due share in a phased manner and for such purpose, the roster prescribed under Rule 5(1) shall be applied.

By order of the Government of Jammu and Kashmir.

Sd/-

Sheetal Nanda, IAS

Commissioner/Secretary to the Government
Social Welfare Department

No: SWD-Acts/2/2024-02

Dated: 21.05.2024

Copy to:

1. All Financial Commissioners (Additional Chief Secretaries).
2. Director General of Police, J&K.
3. Director General, J&K Institute of Management, Public Administration and Rural Development.
4. All Principal Secretaries to the Government.
5. Principal Secretary to the Lieutenant Governor.
6. All Commissioner/Secretaries to the Government.
7. Joint Secretary (Jammu, Kashmir and Ladakh). MHA. Government of India.
8. Divisional Commissioner, Kashmir/Jammu.
9. Chairperson, J&K Special Tribunal.
10. All Head of Department/Managing Directors.
11. Director, Archives, Archaeology and Museums, J&K.
12. Director Information, J&K
13. Secretary, J&K Public Service Commission
14. Secretary, J&K Services Selection Board.

15. General Manager, Government Press, Jammu/Srinagar.
16. Private Secretary to the Chief Secretary
17. Private Secretary to Commissioner/Secretary to the Government, GAD.
18. Private Secretary to Commissioner/Secretary to the Government, Social Welfare Department.
19. Incharge Website, Social Welfare Department.
20. Stock file

Manoj Kumar
21.05.24

Manoj Kumar, JKAS
Under Secretary to the Government
Social Welfare Department