

**NATIONAL INSTITUTE OF SCIENCE
EDUCATION & RESEARCH
BHUBANESWAR**

**COMPREHENSIVE GUIDELINES FOR THE
MERIT PROMOTION SCHEME
FOR SCIENTIFIC AND TECHNICAL CADRES**

2014

**Comprehensive guidelines for the Merit Promotion Scheme in
National Institute of Science Education and Research**

PREAMBLE

The National Institute of Science Education and Research (NISER) is a unique institution of its kind in India, as a Centre of Excellence in science education and research in four basic sciences (Biology, Chemistry, Mathematics and Physics) and in related areas.

NISER conducts the following programmes in science education for bright and meritorious students selected on all-India basis:

- An integrated 5-year M.Sc. programme in the core and emerging branches of Basic Sciences to students after their 10+2 Higher Secondary schooling. This in turn will be integrated with Ph.D. programme on the one hand and employment in various R & D organizations and industry in the country on the other.
- Ph.D. programme after M.Sc.

The academic programme of NISER is designed to provide strong foundations to students, through core courses, before they embark at the threshold of research in the field of their choice. However, NISER's curriculum ensures that every student is introduced to excitements in the frontiers of knowledge in other branches of fundamental sciences.

The academic curriculum, including the structure of courses, laboratory hours, emphasis to study interdisciplinary subjects etc. are framed with a vision that NISER will provide strong foundations in subjects of specialization with a broad perspective in fundamental sciences. The courses are designed on a credit-system and emphasis is on earning the credit rather than only attending lectures.

The facilities like modern library with books, journals, vast reading areas and electronic means to access various sources, computer centre with wireless network all over the campus, modern laboratories to acquire skills to perform experiments, to innovate, to fabricate and to conceive new experimental techniques etc. are mended with those themes. The students learn through their course works, through seminars, through mutual discussions and by informal interactions with faculty members. In other words, NISER represents an integrated system to acquire knowledge and explore the uncharted frontiers.

Role of scientific and technical staff is a crucial importance for success of NISER academic programme and making it a centre of excellence. Among other things these staffs are expected to maintain and function and teaching laboratories in all schools, develop and maintain high ended state of art research lab with specialized equipments, cater to the needs of libraries as central facilities and in the departments, computing facilities and medical facilities.

This merit based career progression process, called Merit Promotion Scheme (MPS) is designed as per the DAE Guidelines issued from time to time, however, these are liable to change as and when revisions in those guidelines are undertaken. These are to be implemented through a well-established mechanism of minimum residency requirements, performance assessment, screening,

review and evaluation. It has now been considered appropriate to lay down these guidelines as given below to govern promotions under the Scheme in the future.

1. Short title and Scope

1.1 The promotion of all Scientific and Technical personnel of NISER is to be based on merit. The promotion scheme is therefore known as 'MERIT PROMOTION SCHEME'.

1.2 Under normal circumstances, all promotion cases are considered for the next higher grade as applicable.

2. Applicability

The Merit Promotion Scheme shall cover all the posts in the Scientific and Technical categories of NISER included in Schedule I to this document.

3. Criteria for Promotion under the Merit Promotion Scheme

3.1 Annual Performance Assessment Reports (APAR)

3.1.1 The performance of each individual is assessed, reviewed and recorded in the Annual Performance Assessment Report (APAR) which is an important document for considering promotions under the Merit Promotion Scheme.

3.1.2 The individual while filling his/her appraisal in the APAR shall furnish details of his/her work besides additional accomplishments and qualifications acquired during the period under report. Individuals at officer levels shall also include a self-appraisal of the performance vis-a-vis the set targets/objectives as also a plan of work and performance targets/objectives for the next year.

3.1.3 Thereafter, the work and accomplishments of the individual would be assessed by all the supervisors/team leaders under whom he/she has been assigned to work during the year. The appraisal shall be on several select attributes based on the objectives of the Institute in which the individual is working and the needs of the assignment of the individual. The contributions of the individual to the evolving knowledge/skill base would also be taken into account besides the contributions to the work assigned.

3.1.4 The countersigning officer would thereafter take into account the assessment made by supervisors/team leaders and give the overall grading including comments on the extremely positive/negative comments of the appraiser.

3.1.5 The APAR would thereafter be put up to the next higher levels including the Director or Chairman, BOG wherever so prescribed and mentioned elsewhere.

3.1.6 For promotion up to posts with Grade Pay of up to Rs.8,900, APAR grading for number of years corresponding to the Minimum Residency Period, (subject to a maximum of four years) immediately prior to the year of proposed promotion shall be considered. The average of the annual gradings of APAR till the period preceding the date of proposal for promotion shall be counted.

3.1.7 For the promotions to the higher grades with Grade Pay of Rs.10,000, Higher Administrative Grade (HAG) and HAG+, APAR grading pertaining to a period of five years or more as prescribed by the Department of Atomic Energy immediately prior to the year of proposed promotion shall be considered.

3.1.8 In cases of maternity leave, Child Care Leave and medical leave of long duration nature, where APARs are available for the working period in the office which is less than 3 months and hence cannot be assessed; such cases shall be treated as per the existing rules of the Government of India on this matter.

3.2 Minimum Residency Period

3.2.1 The Tables I to V in Schedule-I specify Minimum Residency Period in the lower grades which are applicable only for outstanding candidates fulfilling all other necessary criteria as determined by the screening and selection committees. This minimum residency period is liable to change as and when revisions in the promotion guidelines are undertaken and notified by DAE. This period would be longer for other cases as per guidelines issued in this regard. These guidelines are based on APAR grading for the specified number of years immediately preceding the date of proposal for promotion. These guidelines are general in nature and the Screening Committee may exercise its own judgment in the matter as described further in para 4.1.

3.2.2 In cases of officers with exceptionally brilliant performance record in the areas of scientific research or technological development, maintenance and functioning of teaching laboratory, research laboratory computer centre and library, the Director may, based on written input and justification received from the Senior reporting authority of such officers, recommend such officers for promotion to a higher grade under the Merit Promotion Scheme with a reduction of one year in the requirement of Minimum Residency Period. All such cases shall be placed before the Director/ Chairman, BOG for approval of such exemption of one year in the Minimum Residency Period criterion. Subsequently, the cases approved as such will be placed before appropriate Selection Committee/DPC referred to in para 4 below for consideration for promotions.

3.2.3 In cases of officials recruited directly and given advance increments (maximum 5 increments permitted) based on their performance and special qualification/experience at the time of initial appointment, a weightage against advance increments may be given as advantage for first promotion only. Officials awarded 2 or 3 advance increments will be eligible for a weightage of 1 year and those awarded 4 or 5 advance increments will be eligible for a

weightage of 2 years. No weightage should be given where only 1 advance increment is awarded. Not with such weightage, the officials must put in a minimum 2 years of service in the Institute before being considered for the first promotion.

4. Screening

4.1 Meeting the APAR grades alone may not be sufficient for considering a candidate for promotion to the next higher grade. A duly constituted Screening Committee by Director, NISER which also includes competent members outside the immediate hierarchy of the individual and who can bring in peer professional assessment of the individual, considers all cases that are eligible for promotion as on the rationalized date and make recommendations for consideration of the candidates for being interviewed by the Selection Committee or otherwise. Such an assessment is based on various factors such as grading in APARs, assessment of skills and recommendation of the Heads of the Group in which the candidate is working, impact of scientific and technological accomplishments on various programme, assessment by the peers, special attributes towards guiding scientific and technological activities, maintenance and functioning of teaching laboratory, research laboratory computer centre and library, leadership qualities, productivity, interpersonal relationship etc., that are relevant to the individual case. The Screening Committee also brings out other deserving cases, if any, which need consideration as special cases. These may be conveyed to the Director, NISER in writing with full justification. The Director would follow the procedure as laid out in section 3.2.2. Cases that could not be recommended for being interviewed by the Selection Committee in a particular year are considered again next year depending on grading in APARs.

4.2 In special circumstances, the Screening Committee may, for reasons to be recorded in writing, recommend withholding of any particular case for consideration under the Merit Promotion Scheme by the Selection Committee/DPC even though all the prescribed requirements of Minimum Residency Period, and APAR grading are fulfilled in such cases. All such cases shall be put up to the BOG without any delay for consideration and appropriate decision.

5. Composition of Selection Committees/ Departmental Promotion Committees

5.1 Selection Committees/DPC

Selection Committees shall be constituted for conducting personal interviews of candidates screened in following the procedure laid down in para 4 above for promotion to posts carrying Grade Pay up to and including 8,900. Separate Selection Committees shall be constituted for each different discipline and Grade Pay by the Competent Authority (for technical staff and scientific staff upto GP Rs 8700, Director, NISER; and for Scientific staff above the GP of Rs 8700, Chairman, BOG). The composition of the Committee shall include both internal and external experts (from DAE or other educational/research organizations) in the relevant fields. Subject experts (more than one member) of appropriate seniority shall also be included in each Selection Committee for considering promotions to the posts.

5.2 Senior Selection Committee

Senior Selection Committees shall be constituted by the Chairman, BOG and approved by DAE to process and consider cases of promotion to posts carrying Grade Pay of Rs. 10,000, HAG & HAG+. The Senior Selection Committee shall be chaired by the Chairman, BOG.

6. Evaluation of Performance

6.1 The Selection Committee shall evaluate the performance of officers eligible to be considered for promotion to higher grades under the Merit Promotion Scheme duly taking into account the following criteria to assess merit, excellence in work, and other attributes:

- (a) Individual contributions, excellence and achievements in the candidate's field of activities;
- (b) Domain knowledge;
- (c) Scientific & Technical competence;
- (d) Analytical abilities;
- (e) Originality in approach to problem solving;
- (f) Communication abilities;
- (g) Potential to shoulder higher responsibilities;
- (h) Ability to work in teams to harmonise benefits.

6.2 The Senior Selection Committee, besides assessing the overall performance of a candidate as per the above criteria in (a) to (h) at para 6.1 above, shall also evaluate the candidates in respect of excellence in additional criteria and attributes such as consistency of high performance, broad vision, new initiatives in research, development in sectors of work related to the Institute's overall functioning, proven leadership qualities, etc. Apart from satisfying the above, exceptional contributions made by an officer, innovations in his areas of work, holding of responsible positions in a successful manner for reasonable periods of tenure, publications in journals with high impact factor, timely deliveries against planned targets, exceptional level of productivity, etc., as applicable for areas of activities of individual officers, will also be considered as factors on which officers would be assessed in the process of consideration for promotion to higher grades.

6.3 The screened in candidates for promotion to posts carrying Grade Pay of upto

Rs.7,600, shall be interviewed to assess their domain knowledge and skills by the appropriate Selection Committee constituted by the Competent Authority for promotion to the next higher grade. Technicians up to and including the Grade of Technician G and other equivalent Technical staff shall also be required to undergo skill / trade test before being interviewed.

7. Consideration for promotion of cases of Officers on Deputation/ EOL/Foreign Service

7.1 Officials on approved deputation to scientific, academic and R&D organisations, or associated positions within and outside the country; or on Extra-Ordinary Leave (EOL) for higher studies such as, M.Tech, PhD, and Post-Doctoral Fellowship programmes; or on Foreign Service to organisations such as International Thermonuclear Experimental Reactor (ITER), European Organisation for Nuclear Research (CERN), etc., under approved international collaboration programmes, shall be considered for promotion following the procedure outlined in these paragraphs, and treating their service on such deputation(s) or leave or on Foreign Service as service rendered in the Institute. The APARs for such periods of deputation or leave of such officers shall be evaluated as per the procedures laid down in the DAE guidelines. The officers falling under the above description, and who are considered as eligible after the screening process as described in these paragraphs, shall have the option to attend the interview under the Merit Promotion Scheme, either on the scheduled date, or in a subsequent year. No promotion interview shall be conducted in absentia or through any electronic media.

7.2 In cases where an officer who is on deputation or leave abroad or on Foreign Service, etc. as described earlier attends the interview under the Merit Promotion Scheme in a subsequent year, and in the event of such officer being approved for promotion, based on the specific recommendation from the department in which such officer had been working prior to such officer proceeding on deputation or leave or on Foreign Service, the Selection Committee / Senior Selection Committee may decide the date of effect of the notional promotion, only for the purpose of counting the Residency Period (as earlier described in detail) for the next level of promotion of the officer. The Competent Authority shall record the same in the officer's APAR dossier.

7.3 In the case of officials on deputation to PSUs of direct relevance to DAE programmes, or on Foreign Service to the IAEA, or any such organisation, where the preparation of annual performance reports follows a pattern different from what is followed in the DAE, or where such reports are not available, the screening criteria shall be based on the APAR gradings obtained by them for the requisite number of years of Minimum Residency Period immediately preceding, taking into account the existing procedure of DAE. The scientific, technical, and research content of their work, and their original innovations and contributions during such period of deputation or Foreign Service shall also be taken into account for evaluation for the purpose of assessing their fitness for consideration for promotion to the next higher level under this Scheme. To assist the individual's Scientific and Technical contributions while on deputation, a system of a separate set of APARs reflecting these achievements should be established.

7.4 The officers shall be screened according to the above-mentioned criteria, for consideration by the Selection Committee / Senior Selection Committee, after their completion of the deputation or Foreign Service and joining the parent institution. The officers falling under the above description, and who are considered as eligible after the screening process, shall be assessed by the Selection Committee / Senior Selection Committee following due procedure, including inputs provided by the Screening Committee. In the event of such officer being approved for promotion, based on the specific recommendation from the Unit in which such officer had been working prior to such officer proceeding on deputation or on Foreign Service, the Selection Committee / Senior Selection Committee may decide the date of effect of the notional promotion, only for the purpose of counting the Residency Period (as earlier described in detail) for the next level of promotion of the officer. The Competent Authority shall record the same in the officer's APAR dossier.

8. Recommendation of the Selection Committee / Senior Selection Committee

8.1 The Selection- Committee / Senior Selection Committee, after assessing the candidates' performance and attributes shall record their recommendation as either "Fit for promotion to grade with effect from"; or, as "Fit for promotion to gradeafter one year i.e. with effect from....."; or, "Not found fit yet".

The promotions will be carried out within the ceiling of overall sanctioned strength of NISER under the merit promotion scheme.

9. Approval for Promotion

9.1 The cases of promotion of selected candidates to posts carrying Grade Pay below Rs.5400 shall be approved by Director, NISER and those with Grade pay of Rs 5400 and above will be approved by the Chairman, BOG of the Institute.

9.2 The cases of promotion of selected candidates to posts carrying Grade Pay of Rs.10,000 HAG, HAG+ shall be processed and placed before the Board of Governors, NISER for recommendation and shall be approved after obtaining concurrence of the Department of Atomic Energy.

10. Promotions and vacancies: How dealt with

10.1 Promotions under this Scheme shall be based on the individual merit alone, and shall not be linked to vacancies in the higher grade. Accordingly, when an officer is promoted to a higher grade, the post held by him/her is itself upgraded, and no resultant vacancy shall arise in the feeder grade.

10.2 Vacancies arising due to attrition shall normally revert to the entry level grade of the

respective Scientific/Technical category.

11. Other General Considerations in Promotion cases

- 11.1 During the period of probation/extended probation the candidates shall not be considered for promotion.
- 11.2 The promotion of officials while on leave shall be governed as per the Rules and Regulations issued by the Government from time to time as mentioned in para 3.1.8 above but save as mentioned in para 7.1 above.
- 11.2.1 In cases where the period spent on leave by an officer is to be reckoned towards the Minimum Residency Period, the procedure prescribed in para 7.1 and 7.2 shall be followed in such cases.
- 11.3 In cases of deferment by the Selection Committees for the first time, the cases can be put up again in the following year. In cases of candidates deferred twice by Selection Committees in 2 consecutive years, their cases can be put up again only after a lapse of two years after the second deferment.
- 11.3.1 It must be recognised that at senior levels when individuals are required to head a group of people or a programme they must be adjudged to be above a minimum threshold for the purpose.
- 11.4 The cases, which do not fulfill the prescribed guidelines but are still considered deserving for being put up for promotion, are treated as special cases. All special cases shall have to be cleared by the Board of Governors.

12. Special consideration for SC/ ST officials

For promotion to grades upto SO(C) or equivalent (i.e. upto Grade Pay of Rs.5400 in PB3) relaxed norms will be applicable for SC/ST officials. A Member representing SC/ST communities shall also be included in the corresponding Selection Committee/DPC, wherever so required. The relaxed norms of APAR grading for eligibility for consideration of promotion in the case of SC/ST officials are given in Schedule-II.

13. Date of effect and increment on promotion

13.1 For the first promotion after recruitment, the date of promotion shall be with reference to the rationalized date of annual increment which is 1st July as per the recommendation of 6th CPC. However, a shortfall in length of service upto six months in the specified residency period in the grade for the first promotion can be condoned, if the candidate is eligible for promotion otherwise with the permission of the Board.

13.2 In cases where (a) the promotion orders are delayed due to administrative reasons or otherwise, and (b) when the officer is not able to take charge of the new post on the stipulated

date as per the promotion order for certain genuine reasons beyond his/her control, the date of promotion as put up in the promotion proposal by the Institute shall be considered as the notional date of his/her promotion for determination of Residency Period for consideration for promotion to the next higher grade. The date prescribed in the promotion order and/or the date on which the officer actually takes charge of the post shall be considered as the date of promotion for giving financial and other related benefits.

14. Nature of duties to be discharged on promotion

In addition to taking up higher responsibilities on promotion from one grade to another, it shall be obligatory on the part of an officer promoted under this scheme to continue to perform the same or similar duties as he/she was performing prior to such promotion, or higher responsibilities as assigned, all of which may be of a different kind and/or at a different location which the officer shall be bound to discharge.

15. Repeal & Savings

With the introduction of the merit Promotion Scheme, all instructions issued in the past on the subject, if any or any procedure followed, shall stand superseded to the extent those are contrary to these guidelines.

16. Amendments

The Board of Governors of NISER shall have the power to modify or amend the Scheme from time to time as per the guidelines of DAE, in future if required.

SCHEDULE I**Table I-A****Minimum Residency Period for promotions in Scientific Officers Cadre**

From Grade		To Grade	Minimum Residency Period in Years and APAR Grading						
			2	3	4	5	6	7	8
1	SO(SB) PB2 GP Rs.4800	SO(C) PB3 GP Rs.5400	-	A1 (9+)	A2 (8+)	A3 (7+)	B+ (6+)	-	-
2	Engineers, Science PG degree holders recruited directly and those promoted to SO(C) grade on acquiring AMIE/ AMIA/ BE/B.Tech or MSc qualification while in service prior to 31.12.2008								
2A	SO(C) PB3 GP Rs.5400	SO(D) PB3 GP Rs.6600	-	A1 (9+)	A2 (8+)	A3 (7+)	B+ (6+)	-	-
2B	SO(D) PB3 GP Rs.6600	SO(E) PB3 GP Rs.7600	-	-	-	A1 (9+)	A2 (8+)	A3 (7+)	B+ (6+)

3	a) Scientists and Engineers, through OCES of Training School b) Engineers with M.Tech qualification through DGFS of IITs/IISc; c) M.Tech*, Medical doctors (MBBS/BDS) recruited directly.									
3A	SO(C) PB3 GP Rs.5400	SO(D) PB3 GP Rs.6600	A1 (9+)	A2 (8+)	A3 (7+)	B+ (6+)	-	-	-	
3B	SO(D) PB3 GP Rs.6600	SO(E) PB3 GP Rs.7600								
3B I	a) Engineers; (b) Scientific Officers (PG or higher degree); c) PhD recruits; d) MBBS/BDS Medical doctors		-	-	A1 (9+)	A2 (8+)	A3 (7+)	B+ (6+)	-	
3B II	Engineers with M.Tech qualification through DGFS of IITs/IISc. b) Medical Doctors with P.G. Degree		-	A1 (9+)	A2 (8+)	A3 (7+)	B+ (6+)	-	-	
4	SO(E) PB3 GP Rs.7600	SO(F) PB4 GP Rs.8700	-	-	A1 (9+)	A2 (8+)	A3 (7+)	-	-	
5	SO(F) PB4 GP Rs.8700	SO(G) PB4 GP Rs.8900	-	-	-	A1 (9+)	-	-	-	
6	SO(G) PB4 GP Rs.8900	SO(H) PB4 GP Rs.10000	-	-	-	A1 (9+)	-	-	-	
7	SO(H) PB4 GP Rs.10000	SO(H+) PB4 GP Rs.10000 (Spl. Pay Rs.4000)	-	A1 (9+)	-	-	-	-	-	
8	SO(H+) PB4 GP Rs.10000	Out Scientist (OS) Rs.67000-79000 (HAG)	-	A1 (9+)	-	-	-	-	-	
9	Outstanding Scientist (OS) Rs.67000-79000(HAG)	Distinguished Scientist (DS) Rs.75500-80000(HAG+)	A1 (9+)	-	-	-	-	-	-	

From Sr. No. 4 onwards, for persons with qualification of Diploma in Engg. / B.Sc degree, a further period of two years to be added in the Minimum Residence Period for promotion.

*Refers to M.Tech. courses taken after B.E., B.Tech. or M.Sc. including integrated M.Tech. Course

Table I-B**Minimum Residency Period for promotions of Diploma holders in Engineering / B.Sc./ M.Lib.Sc.-Scientific Officer Cadre**

From Grade		To Grade	Minimum Residency Period in Years and APAR Grading					
			4	5	6	7	8	9
1	SO(SB) PB2 GP Rs.4800	SO(C) PB3 GP Rs.5400	A1 (9+)	A2 (8+)	A3 (7+)	B+ (6+)	-	-
2	SO (C) PB2 GP Rs.5400	SO (D) PB3 GP Rs.6600	-	A1 (9+)	A2 (8+)	A3 (7+)	B+ (6+)	-
3	SO (D) PB3 GP Rs.6600	SO (E) PB3 GP Rs.7600	-	-	A1 (9+)	A2 (8+)	A3 (7+)	B+ (6+)

Table II**Minimum Residency Period for promotions of Diploma holders in Engineering / B.Sc./ B.Lib.Sc.- Technical Stream including Medical Staffs (except Nurses and Pharmacists) in the Scientific Assistant Level**

From Grade		To Grade	Minimum Residency Period in Years and APAR Grading						
			3	4	5	6	7	8	9
1	SA (B) PB2 GP Rs.4200	SA (C) PB2 GP Rs.4600	A1 (9+)	A2 (8+)	A3 (7+)	B+ (6+)	-	-	-
	With qualifications as per the title of this table.								
2	SA (C) PB2 GP Rs.4600	SA (D) PB2 GP Rs.4800	A1 (9+)	A2 (8+)	A3 (7+)	B+ (6+)	-	-	-
3	SA (D) PB2 GP Rs.4800	SA (E) PB3 GP Rs.5400	-	A1 (9+)	A2 (8+)	A3 (7+)	B+ (6+)	-	-
4	SA (E) PB3 GP Rs.5400	SA (F) PB3 GP Rs.6600	-	-	A1 (9+)	A2 (8+)	A3 (7+)	B+ (6+)	-
5	SA (F) PB3 GP Rs.6600	SA (G) PB3 GP Rs.7600	-	-	-	A1 (9+)	A2 (8+)	A3 (7+)	B+ (6+)

Table III

Minimum Residency Period for promotions of Technicians, Senior Technicians and Technical Supervisors

From Grade		To Grade	Minimum Residency Period in Years and APAR Grading					
			3	4	5	6	7	8
1	Tech A PB1 GP Rs.1900	Tech B PB1 GP Rs.2000	A1 (9+)	A2 (8+)	A3 (7+)	B+ (6+)	-	-
2	Tech B PB1 GP Rs.2000	Tech C PB1 GP Rs.2400	A1 (9+)	A2 (8+)	A3 (7+)	B+ (6+)	-	-
3	Tech C PB1 GP Rs.2400	Tech D PB1 GP Rs.2800	A1 (9+)	A2 (8+)	A3 (7+)	B+ (6+)	-	-
4	Tech D PB1 GP Rs.2800	Tech F PB2 GP Rs.4200	A1 (9+)	A2 (8+)	A3 (7+)	B+ (6+)	-	-
5	Tech F PB2 GP Rs.4200	Tech G PB2 GP Rs.4600	-	-	A1 (9+)	A2 (8+)	A3 (7+)	B+ (6+)
6	Tech G PB2 GP Rs.4600	Sr.Tech H PB2 GP Rs.4800	-	A1 (9+)	A2 (8+)	A3 (7+)	B+ (6+)	-
7	Sr.Tech H PB2 GP Rs.4800	Sr.Tech J PB3 GP Rs.5400	-	A1 (9+)	A2 (8+)	A3 (7+)	B+ (6+)	-
8	Sr.Tech J PB3 GP Rs.5400	Tech. Supervisor A PB3 GP Rs.6600	-	-	A1 (9+)	A2 (8+)	A3 (7+)	B+ (6+)
9	Tech. Supervisor A PB3 GP Rs.6600	Tech. Supervisor B PB3 GP Rs.7600	-	-	-	A1 (9+)	A2 (8+)	A3 (7+)

Note:

- (i) Trade test is necessary for promotion to all grades upto Technician 'G' inclusive.
- (ii) The minimum Residency period for those Technicians in the grade of Tech-C for their promotion to Tech-D will be 2 years provided they have A/A1 gradings during the last four years for their residency in Tech-B and Tech-C grades together.

Table IV

MINIMUM RESIDENCY PERIOD FOR PROMOTIONS OF NURSES (Scientific Assistant Level)

From Grade		To Grade	Minimum Residency Period in Years and APAR Grading			
			5	6	7	8
1	Nurse A PB 2 GP Rs4600	Nurse B PB 2 GP Rs4800	A1 (9+)	A2 (8+)	A3 (7+)	B+ (6+)
2	Nurse B PB 2 GP Rs4800	Nurse C PB 2 GP Rs5400	A1 (9+)	A2 (8+)	A3 (7+)	B+ (6+)
3	Nurse C PB 2 GP Rs5400	Nurse D PB 3 GP Rs5400	A1 (9+)	A2 (8+)	A3 (7+)	B+ (6+)
4	Nurse D PB 3 GP Rs5400	Nurse E PB 3 GP Rs6600	-	-	A1 (9+)	A2 (8+)

Table V

MINIMUM RESIDENCY PERIOD FOR PROMOTIONS OF PHARMACISTS (Scientific Assistant Level)

From Grade		To Grade	Minimum Residency Period in Years and APAR Grading			
			5	6	7	8
1	Pharm C PB 2 GP Rs4200	Pharm D PB 2 GP Rs4600	A1 (9+)	A2 (8+)	A3 (7+)	B+ (6+)
2	Pharm D PB 2 GP Rs4600	Pharm E PB 2 GP Rs4800	A1 (9+)	A2 (8+)	A3 (7+)	B+ (6+)
3	Pharm E PB 2 GP Rs4800	Pharm F PB 2 GP Rs5400	A1 (9+)	A2 (8+)	A3 (7+)	B+ (6+)
4	Pharm F PB 2 GP Rs5400	Pharm G PB 3 GP Rs5400	-	A1 (9+)	A2 (8+)	A3 (7+)

(i) Trade test shall be required for Pharmacists.

SCHEDULE II

GUIDELINES FOR PROMOTION OF SC/ST OFFICIALS

The relaxed norms for promotion cases of SC/ST officials shall be applied as indicated below.

Sl.No	APAR GRADINGS	Gradings for General Category (Last 4 years)	Gradings for SC/ST Category (last 4 years)	Gradings for General Category (last 3 years) For Minimum Residency Period =3 years	Gradings for SC/ST Category (last 3 years) For Minimum Residency Period =3 years
1	All A	All A	2A and 2A-	All A	1A and 2A-
2	A A-	2A and 2A-	4A-	---	---
3	All A-	All A-	2A- and 2B+	---	---
4	A-, B+	2A- and 2B+	4B+	---	---
5	All A1	All A1	2A1 and 2A2	All A1	1A1 and 2A2
6	A1 A2	2A1 and 2A2	All A2	--	--
7	All A2	All A2	2A2 and 2A3	---	---
8	A2A3	2A2 and 2A3	All A3	---	---
9	All A3	All A3	2A3 and 2B+	---	---
10	A3B+	2A3 and 2B+	All B+	---	---

Note:

Since reservation for SC/ST officials is applicable for recruitment only up to the lowest grade of Group "A" posts, the relaxed norms, therefore, shall be applicable for promotion up to the grade SO(C) or equivalent only.