No. A-19.0/20/2024-Admin-NIB-Part(1)
NATIONAL INSTITUTE OF BIOLOGICALS
(Ministry of Health & Family Welfare, Government of India)
A-32, Sector-62, Noida – 201309

Dated: 19.10.2026

OFFICE MEMORANDUM

Sub.: Circulation of draft Policy and Recruitment Rules for comments/suggestions — reg.

In pursuance of the directions received from the Ministry of Health and Family Welfare vide email dated 19.10.2026, the draft Policy and Recruitment Rules, as received from the Ministry, are hereby circulated among the Group-A Scientists of NIB for their comments/suggestions.

2. The comments/suggestions, if any, on the draft documents may be submitted to the Administration Section within **30 days from the date of issue** of this Office Memorandum.

3. The comments/suggestions received within the stipulated period will be compiled and examined by NIB. The revised proposal, along with the comments/suggestions received, if any, and the corresponding remarks of the Institute, will thereafter be furnished to the Ministry for finalisation of the proposal.

4. The draft documents are enclosed herewith for reference and necessary action.

5. This issues with the approval of the competent authority.

19.10.26
(W.Z. Quazi)
Deputy Director (Admin.)

Encl.: As stated

To,
All Scientific Group 'A' Officials of NIB

Copy to:

1. PS to Director, NIB
2. Office copy

Annexure-A

NATIONAL INSTITUTE OF BIOLOGICALS (NIB), NOIDA

(An Autonomous Institute under the Ministry of Health and Family Welfare, Government of India)

Policy and Recruitment Rules for Scientists at NIB

for the implementation of

Revised Flexible Complementing scheme (RFCS)

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In exercise of the powers vested, the Chairperson of the Governing Body of the National Institute of Biologicals, hereby makes the following rules regulating the method of recruitment and Promotion of the Group 'A' Scientific Posts in the National Institute of Biologicals, namely:

1. Short title and commencement

1.1 These rules may be called as National Institute of Biologicals, Group 'A' Scientific Posts, Recruitment Rules, 2025.

1.2 They shall come into force on the appointed day to be notified by the Chairperson of the Governing Body, NIB (Secretary, Ministry of Health & Family Welfare, Government of India).

2. Definitions

In these rules, unless the context otherwise requires-

2.1 ***"Chairperson"*** means the Chairperson of the Governing Body of the National Institute of Biologicals, Noida (Secretary, Ministry of Health & Family Welfare, Government of India)

2.2 ***"Director"*** means the Director of the National Institute of Biologicals, Noida, appointed by the Central Government;

2.3 ***"Central Government"*** means the Ministry of Health & Family Welfare, Government of India;

2.4 ***"Scheme"*** means the Revised Flexible Complementing Scheme (RFCS) as issued by the Department of Personnel and Training vide O.M. No. AB-14017/41/2013-PP(RR), dated the 13th March, 2024, as amended from time to time;

2.5 ***"NIB"*** means the National Institute of Biologicals, Noida;

2.6 ***"Institute"*** means The National Institute of Biologicals, Noida.

3. Name and number of posts, classification, and Level in the pay matrix (as per 7th CPC)

3.1 The following Scientists shall be members of the Group 'A' Scientific Cadre, namely:

3.1.1 A Scientist who is already in service shall, on commencement of these rules, be deemed to be a member of the Scientific Cadre in the corresponding grade, from the date of such appointment.

3.1.2 Those appointed to the Group-A scientist posts on the appointed day.

3.1.3 Those appointed to Group-A scientist posts after the appointed day, from the date they are so appointed.

3.2 The number of posts, their classification, pay band and pay scale attached thereto shall be as specified under:

S. No.	Name of post	Re-designation	No. of posts	Level in the pay matrix as per 7th CPC
1.	Scientist Grade III	Scientist 'B'	19*	Level-10 (Rs. 56100-177500)
2.	---	Scientist 'C'	---	Level-11 (Rs. 67700-208700)
3.	Scientist Grade II	Scientist 'D'	11*	Level-12 (Rs. 78800-209200)
4.	Scientist Grade I	Scientist 'E'	05*	Level-13 (Rs. 123100-215900)
5.	----	Scientist 'F'	---	Level-13A (Rs. 131100-216600)
6.	DDQC	Scientist 'G'	02*	Level-14 (Rs. 144200-218200)
	Total		37*	

Note 1: *Total sanctioned strength as of the date at NIB.

Note 2: There is no sanctioned post of Scientist 'C' and Scientist 'F' since it was introduced in light of the DoPT guidelines OM No. AB-14017/41/2013-PP(RR) dated 13 March 2024 for implementation of Revised Flexible Complementing Scheme (RFCS).

Note 3: The vacancies in each grade shall be first filled from the Scientists in the feeder grade who are recommended for promotion to the next higher grade under the Scheme. If the number of Scientists recommended for consideration of promotion to the next grade under the Scheme are more than the number of vacancies available in the promotion grade, then to that extent the number of posts be automatically upgraded to the promotion grade subject to the condition that the combined sanctioned strength of all the grades shall remain the same. Vacancies arising due to attrition shall normally revert to the entry-level grade of the respective Scientific/technical category.

Note 4: However, as per the DoPT guidelines, OM No. AB-14017/41/2013-PP(RR) dated 13 March 2024 and page 18 of Gazette notification for DST vide GSR199(E) dated 27th March, 2025, based on functional needs of NIB and with the approval of competent authority, some of these vacancies may be filled by the method of recruitment prescribed in these rules, for the posts above entry level, based on the level of the vacancy and commensurate with the higher qualifications and skills of individual candidates within the overall sanctioned strength.

4. **Method of recruitment and promotion:**

4.1 The method of recruitment for Group A Scientist will be as per the recruitment rules

given at Annexure I.

4.2 The promotion of Scientist 'B' to 'G' shall be as per the requirements of the RFCS DoPT guidelines, OM No. AB-14017/41/2013-PP(RR) dated 13 March 2024, and the requirements of the autonomous bodies/ organizations.

4.3 The minimum residency period to be considered for promotion in RFCS will be as below:

Pay level in the Pay matrix	**Designation**	**Minimum Residency Period linked to performance**
Pay Level-10	Scientist B	---
Pay Level-11	Scientist C	3 years as Scientist-B
Pay Level-12	Scientist D	4 years as Scientist-C
Pay Level-13	Scientist E	4 years as Scientist-D
Pay Level-13A	Scientist F	5 years as Scientist-E
Pay Level-14	Scientist G	5 years as Scientist-F

4.4 Exceptionally Meritorious Category- Based on assessment parameters and the recommendation by the Internal Screening Committee, not more than 10 per cent of the Scientists may be granted relaxation in the residency period by the Departmental Peer Review Committee for all levels, the relaxation being not more than one year on any single occasion, limited to a maximum of two occasions in their entire career. The DPRC shall document specifically, through a one-page summary, the specific content of the work done.

4.5 The Revised Annual Work Report (AWR) format is to capture the scientific content of work performed. The revised AWR (part A) would be filled up by the officer reported upon, along with the revised Annual Performance Appraisal Report (APAR) format through the SPARROW system. Both AWR and APAR would be filled mandatorily on an annual basis.

4.6 **Screening Committee:** There shall be two levels of assessment under the scheme, namely Level-I Screening (Internal Screening Committee) and Level-II Screening (Assessment Board/Department Peer Review Committee). A Screening Committee shall be constituted for considering the eligibility of the candidates for promotion to Scientist C up to Scientist G as per the Revised Flexible Complementing Scheme.

4.6.1 Level- I Screening (Internal Screening Committee) for up to Scientists E:

An Internal Screening Committee, with the Chair and members to be nominated by Director NIB, shall evaluate the annual work reports vis-à-vis the criteria for promotion/upgradation under the scheme. The Internal Screening Committee would

report on the scientific content of work done by the scientists who meet the benchmark of 'Good' for Scientist C and 'Very Good' for Sc. 'D' and above. The Internal Screening Committee would submit their recommendation in Part C of the Revised AWR reporting format, along with comparable parameters for consideration in Level-II Screening.

The composition of the Internal Screening Committee for up to Scientist E shall be:

Level 1. Screening (Internal Screening Committee)		For up to Scientist E
1)	One Scientist not below the rank of Scientist 'G'/'H'	Chairperson
2)	One Scientist, at least 1 grade above	Member
3)	An external expert (serving or retired Scientist of any Scientific Government Organisation at least 1 grade above)	Member
4)	An administrative member from NIB	Convener

Note 1: The Chairperson would be at least two levels above the post to which the promotion or upgradation is to be done, and members at serial numbers 2 and 3 above would be at least one level above the post to which the promotion or upgradation is to be done.

Note 2: Absence of any member from the proceedings of the Internal Screening Committee shall not invalidate the recommendations of the said Committee.

Note 3: The recommendations of the Internal Screening Committee shall be subject to acceptance by the Director, NIB.

4.6.2 Level-II Screening (Assessment Board) for up to Scientist E:

The assessment board constituted shall undertake Level-II screening for assessment of scientists and furnish their recommendation for promotion/upgradation from Scientist 'C' up to Scientist E. The assessment board would have the characteristics of an independent peer group for the assessment of the scientific content of the work. The assessment board shall document specifically, through a one-page summary, the specific content of the work done. The Assessment Board should specifically certify that the Scientists recommended met with all the criteria for promotion/ upgradation under the Scheme.

The composition of the Assessment Board (for consideration of promotion or upgradation under the Scheme to the post of Scientist 'C' up to Scientist 'E', otherwise than under Exceptionally Meritorious Category) shall be:

Level 2. Screening (Assessment Board)		For up to Scientist E
1)	An eminent Scientist of repute from outside NIB nominated by the Director, NIB	Chairperson
2)	Two External Members of appropriate higher status, be nominated by the Director, NIB	Member(s)
3)	Two scientists from NIB of appropriate higher status nominated by the Director, NIB	Member
4)	An administrative member of NIB	Convener

4.6.3 Level I Screening (Internal Screening Committee) for Scientist F and Scientist G:

An Internal Screening Committee, with the Chair and members to be nominated by Director NIB, shall evaluate the annual work reports vis-à-vis the criteria for promotion/upgradation under the scheme. The Internal Screening Committee would report on the scientific content of work done by the scientists who meet the benchmark of 'Very Good' for Scientist F & Scientist G. The Internal Screening Committee would submit their recommendation in Part C of the Revised AWR reporting format, along with comparable parameters for consideration in Level-II Screening. The composition of the Internal Screening Committee for Scientist F & Scientist G shall be:

Level 1. Screening (Internal Screening Committee)		For Scientist F & Scientist G
1)	One Scientist not below the rank of Scientist 'H'	Chairperson
2)	One Scientist not below the rank of 'G'/'H'	Member
3)	An external expert (serving or retired Scientist of any Scientific Government Organisation)	Member
4)	An administrative member from NIB	Convener

Note 1: The Chairperson would be at least two levels above the post to which the promotion or upgradation is to be done, and members at serial numbers 2 and 3 above would be at least one level above the post to which the promotion or upgradation is to be done.

Note 2: Absence of any member from the proceedings of the Internal Screening Committee shall not invalidate the recommendations of the said Committee.

Note 3: The recommendations of the Internal Screening Committee shall be subject to acceptance by the Director, NIB.

4.6.4 Level-II Screening (Departmental Peer Review Committee) for Scientist F and Scientist G:

The Departmental Peer Review Committee (DPRC) shall be constituted to undertake Level-II screening for assessment of scientists and furnish their recommendation for promotion/upgradation for Scientist 'F'/ Scientist 'G'. The proposals involving relaxation/assessment in the residency period in respect of exceptionally meritorious Scientists for consideration of promotion/upgradation from Scientist C up to Scientist G shall also be considered by DPRC. The DPRC shall document specifically, through a one-page summary, the specific content of the work done.

The DPRC should specifically certify that the Scientists recommended met with all the criteria for promotion/ upgradation under the Scheme. The composition of the Departmental Peer Review Committee (for consideration of promotion or upgradation under the Scheme to the post of Scientist 'F' or Scientist 'G') shall be:

Level 2. Screening (Departmental Peer Review Committee)		For Scientist F & Scientist G
1)	Chairperson of the Governing Body, NIB	Chairperson
2)	Two Secretaries or their nominees not below the rank of Scientist H	Member
3)	Director, NIB	Member
4)	One/Two Scientists of eminence nominated by the Chairperson	Member
5)	An external expert (serving or retired Scientist of any Scientific Government Organisation at least 2 grades above)	Member
6)	A senior officer from the administration of NIB	Convener

4.7 The competent authority shall review for promotion through the Revised Flexible Complementing Scheme twice a year. The assessment would be done twice a year. Cases of those Scientists who have completed or will complete the minimum residency period as on the cut-off dates of assessment, viz. 1st January or 1st July, as the case may be, and have earned or will earn the number of annual AWRs and APARs through **S**mart **P**erformance **A**ppraisal **R**eport **R**ecording **O**nline **W**indow (SPARROW) equal to or more than the number of years of minimum residency period for the period preceding the cut-off dates of assessment, shall be considered for assessment under the Scheme.

4.8 Field experience in research and development and/or experience in implementation of such scientific projects is compulsory for promotion/upgradation of scientists recruited to the posts in the Secretariat of the Scientific Ministries/Departments to higher grades under the Scheme (as per the DoPT guidelines OM No. AB-14017/41/2013-PP(RR) dated 13 March 2024). Field experience of at least two years and five years, respectively, will be essential for promotion/upgradation to Scientist F and Scientist G grades, respectively. The criteria for field experience for different scientific activities have been elaborated under Scientific Activities and Services in Annexure II.

4.9 Candidates who do not qualify either in Level-I screening or Level-II screening shall be re-assessed only after one year, when they earn at least one more APAR and AWR. Such re-assessment would again entail Level-I and Level-II Screening and not commence from the stage where the Scientist failed to qualify.

4.10 The date of promotion/ upgradation of Scientists recommended for promotion/upgradation to the next higher grade under the Scheme shall be the date on which the Competent Authority approves the promotion/upgradation. Officers on leave or deputation outside the organisation can be given promotion only with effect from the date they rejoin or return to the parent cadre.

4.11 The assessment process under the Scheme for promotion/upgradation to the next grade would be conducted only thrice, and thereafter, the scientist would be covered under the Modified ACP scheme (MACP) as approved for Central government civilian employees. When a Scientist gets the MACP, he/she will also get the designation and pay level of the next grade as per para xiv of the Level II screening of DoPT guidelines OM No. AB-14017/41/2013-PP(RR) dated 13 March 2024. The Scientist who has been granted any grade under MACP can be considered for the next grade according to the eligibility and other provisions of the RFCS.

4.12 The recruitment rules for are as given in Annexure I.

4.13 Nothing in these rules shall affect reservation, relaxation of age-limit and other concessions required to be provided for the candidates belonging to the Scheduled Castes, the Scheduled Tribes, the Other Backward Classes, the Ex-servicemen and the other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

4.14 Anything not mentioned in these rules shall be governed by the provisions of the RFCS as per the DoPT guidelines OM No. AB-14017/41/2013-PP(RR) dated 13 March 2024.

ANNEXURE-I: RECRUITMENT RULES

SCIENTIST G

1.	**Name of the Post**	**SCIENTIST G**
2.	No. of Post	2 (Two) Scientist G (Medical or Non- Medical)
3.	Classification	Group 'A' (Scientific)
4.	Scale of Pay	Level-14 in the pay matrix Rs. 144200-218200/- (Level 14 + NPA for Medical and Veterinary personnel subject to rules)
5.	Whether Selection post or Non-Selection post	Not Applicable
6.	Age limit for direct recruitment	Not exceeding 50 years (Relaxable for Government servants up to five years in accordance with the instructions or orders issued by the Central Government. Relaxable under reservation in accordance with the orders issued by the Central Government)
7.	Educational and other qualification required for direct recruitment	**SCIENTIST G (Medical or Non- Medical)** **ESSENTIAL QUALIFICATION** A. **Medical:** MD/MS recognized by NMC in the field of Microbiology or Biochemistry or Immunohematology & Blood Transfusion or Pharmacology or Bacteriology or Serology or Haematology **OR** B. **Non-Medical:** M.Sc. in Microbiology or Clinical Microbiology or Biotechnology or Bioinformatics or Biochemistry or Bacteriology or Physiology or Pharmacology or Serology or Molecular Biology from a recognized university. **AND** **EXPERIENCE (Medical or Non-Medical)** Minimum 12 (Ten) years' cumulative experience in one or more of the following areas: (a) Quality Control Testing of Biologicals or Biotherapeutics; or (b) Review of technical dossiers of Biologicals or Biotherapeutics or Vaccines or In Vitro Diagnostic (IVD) Medical Devices; or (c) Evaluation and review of Adverse event following Immunization (AEFI) or Pharmacovigilance or Hemovigilances or Materiovigilance data; or (d) Quality Management Systems, including ISO/IEC 17025 or ISO 17034 or ISO 17043; or (e) Research in Biologicals or Biotherapeutics
		SCIENTIST G (Veterinary) **ESSENTIAL QUALIFICATION** M.V. Sc. Degree recognised by VCI in the field of Veterinary Medicine or Veterinary Public Health or Veterinary Microbiology or Veterinary Epidemiology or Veterinary Pathology. **AND** **EXPERIENCE** 12 years of cumulative experience in a reputed laboratory involved in the breeding and maintenance of small animals
8.	Whether age & qualifications prescribed for Direct	No. Scientist F (Level 13A of the pay matrix Rs. 123100-215900/-) of the Institute having rendered 5 years of regular service in the Grade.

<table>
<tr><td></td><td>Recruitments will apply in the case of Promotees.</td><td></td></tr>
<tr><td>9.</td><td>Period of probation</td><td>One year for direct recruits.
Note: There shall be a mandatory induction training of at least two weeks' duration for successful completion of the probation as prescribed by the Central Government.</td></tr>
<tr><td>10.</td><td>Method of recruitment, whether by direct or promotion or by deputation /transfer & percentage to be filed by various methods.</td><td>100% by promotion under RFCS; failing which, by Deputation (including short-term contract); failing both, by direct recruitment.</td></tr>
<tr><td>11.</td><td>In case of recruitment by promotion/ deputation transfer grade from which promotion/ deputation transfer to be made.</td><td><u>Deputation</u> (including short-term contract): Scientists of the Central Government or State Government or Union territory Administrations or Universities or Public Sector Undertakings or statutory or autonomous organisations or Government funded research organisations or institutes subject to fulfilment of the following conditions:
a) (i) Holding analogous post on a regular basis in the parent cadre
(ii) With two years' regular service in Level 13A of the pay matrix or equivalent in the parent cadre or department in the relevant field
(iii) With three years' regular service in Level 13 of the pay matrix or equivalent in the parent cadre or department in the relevant field
b) Possessing the qualifications prescribed for direct recruits</td></tr>
<tr><td>12.</td><td>If a Department promotion committee exists what is its composition</td><td><u>Level 1. Screening (Internal Screening Committee) for considering promotion</u>
<table>
<tr><td>1</td><td>One Scientist not below the rank of Scientist 'H'</td><td>Chairperson</td></tr>
<tr><td>2</td><td>One Scientist not below the rank of 'G'/ 'H'</td><td>Member</td></tr>
<tr><td>3</td><td>An external expert (serving or retired Scientist of any Scientific Government Organisation)</td><td>Member</td></tr>
<tr><td>4</td><td>An administrative member from NIB</td><td>Convener</td></tr>
</table>
<u>Level 2. Screening (Departmental Peer Review Committee) for considering promotion</u>
<table>
<tr><td>1</td><td>Chairperson of the Governing Body, NIB</td><td>Chairperson</td></tr>
<tr><td>2</td><td>Two Secretaries or their nominees not below the rank of Scientist H</td><td>Member</td></tr>
<tr><td>3</td><td>Director, NIB</td><td>Member</td></tr>
<tr><td>4</td><td>One/Two Scientists of eminence nominated by the Chairperson</td><td>Member</td></tr>
<tr><td>5</td><td>An external expert (serving or retired Scientist of any Scientific Government Organisation at least 2 grades above)</td><td>Member</td></tr>
<tr><td>6</td><td>A senior officer from the administration of NIB</td><td>Convener</td></tr>
</table>
Departmental Confirmation Committee (for considering confirmation of direct recruits) consisting of:
<table>
<tr><td>1</td><td>One Scientist not below the rank of Scientist 'H'</td><td>Chairperson</td></tr>
<tr><td>2</td><td>One Scientist not below the rank of 'G'/ 'H'</td><td>Member</td></tr>
</table></td></tr>
</table>

		3	A senior officer from the administration of NIB	Member
13.	Circumstances in which Union Public Service Commission to be consulted in making recruitment	Not Applicable		

SCIENTIST F

<table>
<tr><td>1.</td><td>Name of the Post</td><td>SCIENTIST F</td></tr>
<tr><td>2.</td><td>No. of Post</td><td>There is no sanctioned post of Scientist ‘F’ since it was introduced in light of the DoPT guidelines OM No. AB-14017/41/2013-PP(RR) dated 13 March 2024 for implementation of Revised Flexible Complementing Scheme (RFCS).</td></tr>
<tr><td>3.</td><td>Classification</td><td>Group ‘A’ (Scientific)</td></tr>
<tr><td>4.</td><td>Scale of Pay</td><td>Level-13A in pay matrix Rs. 131100-216600/-
(Level 13A + NPA for Medical and Veterinary personnel only)</td></tr>
<tr><td>5.</td><td>Whether Selection post or Non-Selection post</td><td>Not Applicable</td></tr>
<tr><td>6.</td><td>Age limit for direct recruitment</td><td>Not Applicable</td></tr>
<tr><td>7.</td><td>Educational and other qualification required for direct recruitment</td><td>Not Applicable</td></tr>
<tr><td>8.</td><td>Whether age & qualifications prescribed for Direct Recruitments will apply in the case of Promotees.</td><td>No.
Scientist E (Level 13 in the pay matrix Rs.123100-215900/-) of the Institute having rendered 5 years of regular service in the Grade.</td></tr>
<tr><td>9.</td><td>Period of probation</td><td>Not Applicable</td></tr>
<tr><td>10.</td><td>Method of recruitment, whether by direct or promotion or by deputation /transfer & percentage to be filed by various methods.</td><td>100% by promotion under RFCS.</td></tr>
<tr><td>11.</td><td>In case of recruitment by promotion/ deputation transfer grade from which promotion/ deputation transfer to be made.</td><td>Not Applicable</td></tr>
<tr><td>12.</td><td>If a Department promotion committee exists what is its composition</td><td>Level 1. Screening (Internal Screening Committee) for considering promotion
<table>
<tr><td>1</td><td>One Scientist not below the rank of Scientist H</td><td>Chairperson</td></tr>
<tr><td>2</td><td>One Scientist not below the rank of ‘G’/ ‘H’</td><td>Member</td></tr>
<tr><td>3</td><td>An external expert (serving or retired Scientist of any Scientific Government Organisation)</td><td>Member</td></tr>
<tr><td>4</td><td>An administrative member from NIB</td><td>Convener</td></tr>
</table></td></tr>
</table>

<table>
<tr><td></td><td></td><td>Level 2. Screening (Departmental Peer Review Committee) for considering promotion
<table>
<tr><td>1</td><td>Chairperson of the Governing Body, NIB</td><td>Chairperson</td></tr>
<tr><td>2</td><td>Two Secretaries or their nominees not below the rank of Scientist H</td><td>Member</td></tr>
<tr><td>3</td><td>Director, NIB</td><td>Member</td></tr>
<tr><td>4</td><td>One/Two Scientists of eminence nominated by the Chairperson</td><td>Member</td></tr>
<tr><td>5</td><td>An external expert (serving or retired Scientist of any Scientific Government Organisation at least 2 grades above)</td><td>Member</td></tr>
<tr><td>6</td><td>A senior officer from the administration of NIB</td><td>Convener</td></tr>
</table></td></tr>
<tr><td>13.</td><td>Circumstances in which Union Public Service Commission to be consulted in making recruitment</td><td>Not Applicable</td></tr>
</table>

SCIENTIST E

1.	**Name of the Post**	**SCIENTIST E**
2.	No. of Post	4 (Four) Scientist E (Medical or Non- Medical) + 1 (One) Scientist E (Veterinary)
3.	Classification	Group 'A' (Scientific)
4.	Scale of Pay	Level-13 in pay matrix Rs. 123100-215900/- (Level 13 + NPA for Medical and Veterinary personnel only)
5.	Whether Selection post or Non-Selection post	Not Applicable
6.	Age limit for direct recruitment	Not exceeding 50 years (Relaxable for Government servants up to five years in accordance with the instructions or orders issued by the Central Government. Relaxable under reservation in accordance with the orders issued by the Central Government)
7.	Educational and other qualification required for direct recruitment	**SCIENTIST E (Medical or Non- Medical)** **ESSENTIAL QUALIFICATION** **A. Medical:** MD/MS recognized by NMC in the field of Microbiology or Biochemistry or Immunohematology & Blood Transfusion or Pharmacology or Bacteriology or Serology or Haematology **OR** **B. Non-Medical:** M.Sc. in Microbiology or Clinical Microbiology or Biotechnology or Bioinformatics or Biochemistry or Bacteriology or Physiology or Pharmacology or Serology or Molecular Biology from a recognized university. **AND** **EXPERIENCE (Medical or Non-Medical)** Minimum 10 (Ten) years' cumulative experience in one or more of the following areas: (a) Quality Control Testing of Biologicals or Biotherapeutics; or (b) Review of technical dossiers of Biologicals or Biotherapeutics or Vaccines or In Vitro Diagnostic (IVD) Medical Devices; or (c) Evaluation and review of Adverse event following Immunization (AEFI) or Pharmacovigilance or Hemovigilances or Materiovigilance data; or (d) Quality Management Systems, including ISO/IEC 17025 or ISO 17034 or ISO 17043; or (e) Research in Biologicals or Biotherapeutics.
		SCIENTIST E (Veterinary) **ESSENTIAL QUALIFICATION** M.V. Sc. Degree recognised by VCI in the field of Veterinary Medicine or Veterinary Public Health or Veterinary Microbiology or Veterinary Epidemiology or Veterinary Pathology. **AND** **EXPERIENCE** 10 years of cumulative experience in a reputed laboratory involved in the breeding and maintenance of small animals
8.	Whether age &	No.

<table>
<tr><td></td><td>qualifications prescribed for Direct Recruitments will apply in the case of Promotees.</td><td>Scientist D (Level 12 in the pay matrix Rs.78800-209200/-) of the Institute having rendered 4 years of regular service in the Grade.</td></tr>
<tr><td>9.</td><td>Period of probation</td><td>One year for Direct Recruits
Note: There shall be a mandatory induction training of at least two weeks' duration for successful completion of the probation as prescribed by the Central Government.</td></tr>
<tr><td>10.</td><td>Method of recruitment, whether by direct or promotion or by deputation /transfer & percentage to be filed by various methods.</td><td>100% by promotion under RFCS; failing which, by Deputation (including short-term contract); failing both, by direct recruitment.</td></tr>
<tr><td>11.</td><td>In case of recruitment by promotion/ deputation transfer grade from which promotion/ deputation transfer to be made.</td><td><u>Deputation</u> (including short-term contract): Scientists of the Central Government or State Government or Union territory Administrations or Universities or Public Sector Undertakings or statutory or autonomous organisations or Government funded research organisations or institutes subject to fulfilment of the following conditions:
a) (i) Holding analogous post on a regular basis in the parent cadre
(ii) With five years regular service in Level 12 of the pay matrix or equivalent in the parent cadre or department in the relevant field
b) Possessing the qualifications prescribed for direct recruits</td></tr>
<tr><td>12.</td><td>If a Department promotion committee exists what is its composition</td><td>Level 1. Screening (Internal Screening Committee) for considering promotion
<table>
<tr><td>1</td><td>One Scientist not below the rank of Scientist ‘G’/ ‘H’</td><td>Chairperson</td></tr>
<tr><td>2</td><td>One Scientist, at least 1 grade above</td><td>Member</td></tr>
<tr><td>3</td><td>An external expert (serving or retired Scientist of any Scientific Government Organisation at least 1 grade above)</td><td>Member</td></tr>
<tr><td>4</td><td>An administrative member from NIB</td><td>Convener</td></tr>
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Level 2. Screening (Departmental Peer Review Committee) for considering promotion
<table>
<tr><td>1</td><td>An eminent Scientist of repute from outside NIB nominated by the Director, NIB</td><td>Chairperson</td></tr>
<tr><td>2</td><td>Two External Members of appropriate higher status, nominated by the Director, NIB</td><td>Members</td></tr>
<tr><td>3</td><td>Two scientists from NIB of appropriate higher status nominated by the Director, NIB</td><td>Members</td></tr>
<tr><td>4</td><td>An administrative member of NIB</td><td>Convener</td></tr>
</table>
Departmental Confirmation Committee (for considering confirmation of direct</td></tr>
</table>

<table>
<tr><td></td><td></td><td>recruits) consisting of:<table><tr><td>1</td><td>One Scientist not below the rank of Scientist ‘G’/ ‘H’</td><td>Chairperson</td></tr><tr><td>2</td><td>One Scientist, at least 1 grade above</td><td>Member</td></tr><tr><td>3</td><td>A senior officer from the administration of NIB</td><td>Member</td></tr></table></td></tr>
<tr><td>13.</td><td>Circumstances in which Union Public Service Commission to be consulted in making recruitment</td><td>Not Applicable</td></tr>
</table>

SCIENTIST D

1	**Name of the Post**	**SCIENTIST D**
2	No. of Post	10 (Ten) Scientist D (Medical or Non- Medical) + 01 (one) Scientist D (Veterinary)
3	Classification	Group 'A' (Scientific)
4	Scale of Pay	Level 12 in the pay matrix Rs.78800-209200/- (Level 12 + NPA for Medical and Veterinary personnel only)
5	Whether Selection post or Non-Selection post	Not Applicable
6	Age limit for direct recruitment	Not exceeding 50 years (Relaxable for Government servants up to five years in accordance with the instructions or orders issued by the Central Government. Relaxable under reservation in accordance with the orders issued by the Central Government)
7	Educational and other qualification required for direct recruitment	**SCIENTIST D (Medical or Non- Medical)** **ESSENTIAL QUALIFICATION** **A. Medical:** MD/MS recognized by NMC in the field of Microbiology or Biochemistry or Immunohematology & Blood Transfusion or Pharmacology or Bacteriology or Serology or Haematology **OR** **B. Non-Medical:** M.Sc. in Microbiology or Clinical Microbiology or Biotechnology or Bioinformatics or Biochemistry or Bacteriology or Physiology or Pharmacology or Serology or Molecular Biology from a recognized university. **AND** **EXPERIENCE (Medical or Non-Medical)** Minimum 7 (Seven) years' cumulative experience in one or more of the following areas: (a) Quality Control Testing of Biologicals or Biotherapeutics; or (b) Review of technical dossiers of Biologicals or Biotherapeutics or Vaccines or In Vitro Diagnostic (IVD) Medical Devices; or (c) Evaluation and review of Adverse event following Immunization (AEFI) or Pharmacovigilance or Haemovigilance or Materiovigilance data; or (d) Quality Management Systems, including ISO/IEC 17025 or ISO 17034 or ISO 17043; or (e) Research in Biologicals or Biotherapeutics.
		SCIENTIST D (Veterinary) **ESSENTIAL QUALIFICATION** M.V. Sc. Degree recognised by VCI in the field of Veterinary Medicine or Veterinary Public Health or Veterinary Microbiology or Veterinary Epidemiology or Veterinary Pathology. **AND**

<table>
<tr><td></td><td></td><td>EXPERIENCE
7 years of cumulative experience in a reputed laboratory involved in the breeding and maintenance of small animals</td></tr>
<tr><td>8</td><td>Whether age & qualifications prescribed for Direct Recruitments will apply in the case of Promotees.</td><td>No.
Scientist C (Level 11 in the pay matrix Rs.67700-208700/-) of the Institute having rendered 4 years of regular service in the Grade.</td></tr>
<tr><td>9</td><td>Period of probation</td><td>One year for Direct Recruits
Note: There shall be a mandatory induction training of at least two weeks' duration for successful completion of the probation as prescribed by the Central Government.</td></tr>
<tr><td>10</td><td>Method of recruitment, whether by direct or promotion or by deputation /transfer & percentage to be filed by various methods.</td><td>100% by promotion under RFCS; failing which, by Deputation (including short-term contract); failing both, by direct recruitment.</td></tr>
<tr><td>11</td><td>In case of recruitment by promotion/ deputation transfer grade from which promotion/ deputation transfer to be made.</td><td><u>Deputation</u> (including short-term contract): Scientists of the Central Government or State Government or Union territory Administrations or Universities or Public Sector Undertakings or statutory or autonomous organisations or Government funded research organisations or institutes subject to fulfilment of the following conditions:
a) (i) Holding analogous post on a regular basis in the parent cadre
(ii) With five years of regular service in Level 11 of the pay matrix or equivalent in the parent cadre or department in the relevant field
b) Possessing the qualifications prescribed for direct recruits</td></tr>
<tr><td>12</td><td>If a Department promotion committee exists what is its composition</td><td><u>Level 1. Screening (Internal Screening Committee) for considering promotion</u>
<table>
<tr><td>1</td><td>One Scientist not below the rank of Scientist ‘G’/ ‘H’</td><td>Chairperson</td></tr>
<tr><td>2</td><td>One Scientist, at least 1 grade above</td><td>Member</td></tr>
<tr><td>3</td><td>An external expert (serving or retired Scientist of any Scientific Government Organisation at least 1 grade above)</td><td>Member</td></tr>
<tr><td>4</td><td>An administrative member from NIB</td><td>Convener</td></tr>
</table>
<u>Level 2. Screening (Departmental Peer Review Committee) for considering promotion</u>
<table>
<tr><td>1</td><td>An eminent Scientist of repute from outside NIB nominated by the Director, NIB</td><td>Chairperson</td></tr>
<tr><td>2</td><td>Two External Members of appropriate higher status, be nominated by the Director, NIB</td><td>Members</td></tr>
</table></td></tr>
</table>

<table>
<tr><td></td><td></td><td>
<table>
<tr><td>3</td><td>Two scientists from NIB of appropriate higher status nominated by the Director, NIB</td><td>Members</td></tr>
<tr><td>4</td><td>An administrative member of NIB</td><td>Convener</td></tr>
</table>

Departmental Confirmation Committee (for considering confirmation of direct recruits) consisting of: -
<table>
<tr><td>1</td><td>One Scientist not below the rank of Scientist ‘G’/ ‘H’</td><td>Chairperson</td></tr>
<tr><td>2</td><td>One Scientist, at least 1 grade above</td><td>Member</td></tr>
<tr><td>3</td><td>A senior officer from the administration of NIB</td><td>Member</td></tr>
</table>
</td></tr>
<tr><td>13</td><td>Circumstances in which Union Public Service Commission to be consulted in making recruitment</td><td>Not Applicable</td></tr>
</table>

SCIENTIST C

<table>
<tr><td>1.</td><td>Name of the Post</td><td>SCIENTIST C</td></tr>
<tr><td>2.</td><td>No. of Post</td><td>There is no sanctioned post of Scientist ‘C’ since it was introduced in light of the DoPT guidelines OM No. AB-14017/41/2013-PP(RR) dated 13 March 2024 for implementation of Revised Flexible Complementing Scheme (RFCS).</td></tr>
<tr><td>3.</td><td>Classification</td><td>Group ‘A’ (Scientific)</td></tr>
<tr><td>4.</td><td>Scale of Pay</td><td>Level-11 in pay matrix Rs. 67700-208700/-
(Level 11 + NPA for Medical and Veterinary personnel only)</td></tr>
<tr><td>5.</td><td>Whether Selection post or Non-Selection post</td><td>Not Applicable</td></tr>
<tr><td>6.</td><td>Age limit for direct recruitment</td><td>Not Applicable</td></tr>
<tr><td>7.</td><td>Educational and other qualification required for direct recruitment</td><td>Not Applicable</td></tr>
<tr><td>8.</td><td>Whether age & qualifications prescribed for Direct Recruitments will apply in the case of Promotees.</td><td>No.
Scientist B (Level 10 in the pay matrix Rs.56100-177500/-) of the Institute having rendered 3 years of regular service in the Grade.</td></tr>
<tr><td>9.</td><td>Period of probation</td><td>Not Applicable</td></tr>
<tr><td>10.</td><td>Method of recruitment, whether by direct or promotion or by deputation /transfer & percentage to be filed by various methods.</td><td>100% by promotion under RFCS.</td></tr>
<tr><td>11.</td><td>In case of recruitment by promotion/ deputation transfer grade from which promotion/ deputation transfer to be made.</td><td>Not Applicable</td></tr>
<tr><td>12.</td><td>If a Department promotion committee exists what is its composition</td><td>Level 1. Screening (Internal Screening Committee) for considering promotion
<table>
<tr><td>1</td><td>One Scientist not below the rank of Scientist ‘G’/ ‘H’</td><td>Chairperson</td></tr>
<tr><td>2</td><td>One Scientist, at least 1 grade above</td><td>Member</td></tr>
<tr><td>3</td><td>An external expert (serving or retired Scientist of any Scientific Government Organisation at least 1 grade above)</td><td>Member</td></tr>
<tr><td>4</td><td>An administrative member from NIB</td><td>Convener</td></tr>
</table></td></tr>
</table>

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<tr><td></td><td></td><td>Level 2. Screening (Departmental Peer Review Committee) for considering promotion<table>
<tr><td>1</td><td>An eminent Scientist of repute from outside NIB nominated by the Director, NIB</td><td>Chairperson</td></tr>
<tr><td>2</td><td>Two External Members of appropriate higher status, be nominated by the Director, NIB</td><td>Members</td></tr>
<tr><td>3</td><td>Two scientists from NIB of appropriate higher status nominated by the Director, NIB</td><td>Members</td></tr>
<tr><td>4</td><td>An administrative member of NIB</td><td>Convener</td></tr>
</table></td></tr>
<tr><td>13.</td><td>Circumstances in which Union Public Service Commission to be consulted in making recruitment</td><td>Not Applicable</td></tr>
</table>

SCIENTIST B

1	**Name of the Post**	**SCIENTIST B**
2	No. of Post	18 (Eighteen) Scientist B (Medical or Non- Medical) + 01 Scientist B (Veterinary)
3	Classification	Group 'A' (Scientific)
4	Scale of Pay	Level-10 in the pay matrix Rs. 56100-177500/- (Level 10 + NPA for Medical and Veterinary personnel only)
5	Whether Selection post or Non-Selection post	Not Applicable
6	Age limit for direct recruitment	Not exceeding 35 years (Relaxable for Government servants up to five years in accordance with the instructions or orders issued by the Central Government. Relaxable under reservation in accordance with the orders issued by the Central Government)
7	Educational and other qualification required for direct recruitment	**SCIENTIST B (Medical or Non- Medical)** **ESSENTIAL QUALIFICATION** **A. Medical:** MD/MS recognized by NMC in the field of Microbiology or Biochemistry or Immunohematology & Blood Transfusion or Pharmacology or Bacteriology or Serology or Haematology **OR** **B. Non-Medical:** M.Sc. in Microbiology or Clinical Microbiology or Biotechnology or Bioinformatics or Biochemistry or Bacteriology or Physiology or Pharmacology or Serology or Molecular Biology from a recognized university. **AND** **EXPERIENCE** Minimum 1 year of cumulative experience (for Medical) or minimum 2 years' cumulative experience (for Non-Medical) in one or more of the following areas: (a) Quality Control Testing of Biologicals or Biotherapeutics; or (b) Review of technical dossiers of Biologicals or Biotherapeutics or Vaccines or In Vitro Diagnostic (IVD) Medical Devices; or (c) Evaluation and review of Adverse event following Immunization (AEFI) or Pharmacovigilance or Haemovigilance or Materiovigilance data; or (d) Quality Management Systems, including ISO/IEC 17025 or ISO 17034 or ISO 17043; or (e) Research in Biologicals or Biotherapeutics.
		SCIENTIST B (Veterinary) **ESSENTIAL QUALIFICATION** M.V. Sc. Degree recognised by VCI in the field of Veterinary Medicine or Veterinary Public Health or Veterinary Microbiology or Veterinary Epidemiology or Veterinary Pathology. **AND**

<table>
<tr><td></td><td></td><td>EXPERIENCE
1 year of cumulative experience in a reputed laboratory involved in the breeding and maintenance of small animals</td></tr>
<tr><td>8</td><td>Whether age & qualifications prescribed for Direct Recruitments will apply in the case of Promotees.</td><td>Age: No

Qualifications: Yes</td></tr>
<tr><td>9</td><td>Period of probation</td><td>Two years
Note: There shall be a mandatory induction training of at least two weeks' duration for successful completion of the probation as prescribed by the
Central Government.</td></tr>
<tr><td>10</td><td>Method of recruitment, whether by direct or promotion or by deputation /transfer & percentage to be filed by various methods.</td><td>i) 50 % by Promotion.
ii) 50 % Direct Recruitment.</td></tr>
<tr><td>11</td><td>In case of recruitment by promotion/ deputation transfer grade from which promotion/ deputation transfer to be made.</td><td>Junior Scientists (Level 7 in the pay matrix Rs.44900-142400/-) of the Institute having rendered 5 years of regular service in the Grade.</td></tr>
<tr><td>12</td><td>If a Department promotion committee exists what is its composition</td><td>Departmental Confirmation Committee (for considering confirmation) consisting of:<table><tr><td>1</td><td>One Scientist not below the rank of Scientist ‘G’/ ‘H’</td><td>Chairperson</td></tr><tr><td>2</td><td>One Scientist, at least 1 grade above</td><td>Member</td></tr><tr><td>3</td><td>A senior officer from the administration of NIB</td><td>Member</td></tr></table></td></tr>
<tr><td>13</td><td>Circumstances in which Union Public Service Commission to be consulted in making recruitment</td><td>Not Applicable</td></tr>
</table>

ANNEXURE-II: SCIENTIFIC ACTIVITIES AND SERVICES

(a) Fundamental/basic research: Original investigation to gain new scientific knowledge, not necessarily directed towards any specific practical aim or application; Working in scientific laboratories/ institutes, period spent on doctoral/post-doctoral degrees in basic research after joining an organization, etc. would constitute field experience for the purpose of the Scheme.

(b) Applied Research: Original investigation to gain new scientific or technical knowledge directed towards a specific practical aim or objective; Working in scientific laboratories/ institutes, period spent on doctoral / post-doctoral degrees in applied research after joining an organization etc., would constitute field experience for the purpose of the Scheme

(c) Experimental Development: Application of scientific knowledge directed towards producing new or substantially improved materials, devices, products, processes, systems or services; field experience would depend on the work profile of the Department. The defining factor would be that the work is not of routine use of scientific knowledge but involves application of scientific knowledge for the creation of new/innovative systems, practices, models.

(d) S&T activities which are directly linked to R&D in terms of promoting scientific activities and services. Working in R&D laboratories and institutions, scientific projects being operated in mission mode, working on international collaboration R&D projects, etc., would constitute the field experience under the Scheme.

(e) Formulating Schemes/projects & implementation requiring application of Scientific/Technical/Technological knowledge, monitoring of their performance, and delivery of services to the industry would constitute field experience for the purpose of the Scheme.

APPENDIX

Parameters* for Evaluation (Officer reported can choose at least twenty sub parameters given below) in consultation with the Reporting Officer
(As per the DoPT guidelines, OM No. AB-14017/41/2013-PP(RR) dated 13 March 2024**)**

1. S&T Management/S&T Policy Product/Scientific and Technological Aspects
• Extra and Intra mural R&D projects handled/executed/monitored • Scientific Notes/Reports/database created/managed/handled • S&T scheme or projects handled/launched/implemented/facilitated/ managed • S&T manuals/brochures/technology status report prepared • S&T cooperation with other countries facilitated • Signing of domestic/international MOU facilitated • SFC/EFC/Cabinet Notes/Projects/Schemes prepared • Technology Intelligence/foresight/assessment reports prepared • Drafting/review of National/International standards for products/processes • Preparation of field report/observational data, etc. • Output/Outcomes of Research Projects generated • Management of Scientific Resources
2. Knowledge Product
• Publications and invited lectures • Patent/IPR documentation/copyrights/designs • Output/Outcome Analysis for strategic S&T planning • Development/Improvement of new/existing laboratory analytical method • Development/Improvement of new/existing mathematical/statistical/dynamical models • Preparation of data/metadata standards • Development of Algorithms for IT solutions • Development of convergent technology solutions • Design and documentation of application software • Preparation of technology status report
3. S&T Economic Product
• Technology Developed/Facilitated • Technology transferred, licenced/commercialised • Consultancy projects carried out/income generated/EMR Grants receipt • Licensing Fee/Income catalysed/facilitated • Start-ups created • Incubation Facilities created • Technical services/Calibration implemented/facilitated • Maintenance and upgradation of observational and Computational networks • Capacity building • Delivery of statutory/promotional services to industry • Cost cutting Measures Implemented
4. Capacity building and Promotion of S&T
• HRD schemes managed/handled • Skill Development/Rural Development Programme implemented • Technology field demonstration/entrepreneurship training carried out • Science education/knowledge dissemination • Training course designed and developed, including capacity building • PhD/MTech/MSc Students guided/trained

5. S&T Services and Outreach activities
• Outreach materials of R&D outputs disseminated • Artisanal training/Skill Development Initiatives taken • Grass root S&T related actions, Technology adapted for local needs • Participation in Field survey, data collection, scientific exploration • Laboratory Accreditation, Good Laboratory Practice • Inspection Survey, R&D Service • Weather, Climate, Ocean, Seismological and Cryospheric services • Environmental impact appraisals, Natural wealth and Hazard Assessment • Testing and calibration service carried out • Energy/environment audit carried out • Design/development of regulatory framework • Software/hardware/electronic products deployed/developed • Good Manufacturing Practices • Project planning/monitoring/evaluation • Maintenance and enhancement of e-Governance Projects • Design, development and hosting of portals, web applications and websites for information/dissemination • Management and prevention of security threats/vulnerabilities in cyberspace • Monitoring systems for the implementation of Government Schemes and dissemination to the public using ICT Tools

*Any other parameter not included above but included in the S&T Output/Indicator in Annexure-II of the DoPT guidelines OM No. AB-14017/41/2013-PP(RR) dated 13 March 2024 titled as "Criteria for identifying S&T Agencies/Organisations for implementation of Revised Flexible Complementing Scheme"

GUIDELINES REGARDING FILLING UP OF APAR WITH NUMERICAL GRADING

(i) The columns in the APAR should be filled in with due care and attention, and after devoting adequate time.

(ii) It is expected that any grading of 1 or 2 (against work output or attributes or overall grade) would be adequately justified in the pen-picture by way of specific failures, and similarly, and grade of 9 or 10 would be justified with respect to specific accomplishments. Grades of 1-2 or 9- 10 are expected to be rare occurrences, and hence the need to justify them. In awarding a numerical grade, the reporting and reviewing authorities should rate the Scientist against a larger population of his/her peers that may be currently working under them.

(iii) APARs graded between 8 & 10 will be rated as "Outstanding" and will be given a score of 9 for the purpose of calculating average scores for promotion/ upgradation under the Scheme.

(iv) APARs graded between 6 and short of 8 will be rated as "Very good" and will be given a score of 7.

(v) APARs graded between 4 and short of 6 will be rated as "Good" and will be given a score of 5.

(vi) APARs graded below 4 will be given a score of "Zero".

All scientists eligible as per the provision of FCS and who meet the benchmark as prescribed in Annexure-II of DoPT O.M.No.2/41/97-PIC dated 09.11.1998; No. AB.14017/32/2002-Estt(RR) dated 29.11.2002, and as amended, would be screened in initially.

	Number of Years in the grade					
	3	4	5	6	7	8
	Minimum percentage for eligibility					
Scientist B to Scientist C	85%	80%	70%	65%	60%	…
Scientist C to Scientist D	…	85%	80%	75%	70%	60%
Scientist D to Scientist E	…	85%	80%	75%	70%	60%
Scientist E to Scientist F	…	…	85%	80%	75%	70%
Scientist F to Scientist G	…	…	85%	80%	75%	70%

Reference: DoPT OM No.2/41/97-PIC dated 09.11.1998 and No. AB.14017/32/2002-Estt(RR) dated 29.11.2002