

REGISTERED POST

207

File No.A-45012/18/10-Stats-II
GOVERNMENT OF INDIA

Ministry of Health and Family Welfare (Department of Health and Family Welfare)
329, 'C Wing, Nirman Bhawan, New Delhi – 110108
Email: stats2@ymail.com, statshfw@hotmail.com, ☎ and FAX: 011-23061848

Dated 27.04.11

To

The Director,
International Institute for Population Sciences,
Govandi Station Road, Deonar,
Mumbai-400088

Subject: 95th Executive Council meeting of IIPS, Mumbai.

Sir,

I am directed to refer to your letter No.EC-95/731/2011 dated 24.03.11 on the above mentioned subject and send the minutes of the 95th Executive Council meeting duly approved and signed by Secretary (H&FW) for further necessary action at your end.

Yours faithfully,


(C.S. Mishra)

Under Secretary to the Government of India

☎: 23061141

Enclosures: As above.





**MINUTES OF THE NINETY-FIFTH EXECUTIVE COUNCIL MEETING
OF THE INTERNATIONAL INSTITUTE FOR POPULATION SCIENCES HELD ON
FEBRUARY 18, 2011 AT IIPS, MUMBAI.**

The ninety-fifth Executive Council meeting of the International Institute for Population Sciences, Mumbai was held on February 18, 2011 at 2.00 p.m. at IIPS, Mumbai. The meeting was chaired by Shri K. Chandramouli, Secretary, Ministry of Health and Family Welfare, Government of India and Chairman, Executive Council, IIPS.

The following members attended the meeting:

1. **Shri Naved Masood**
Additional Secretary & Financial Advisor
Ministry of Health & Family Welfare
Nirman Bhavan,
NEW DELHI # 110 011.

2. **Ms. Madhu Bala**
Additional Director General
Ministry of Health & Family Welfare
Nirman Bhavan,
NEW DELHI # 110 011.

3. **Dr. Faujdar Ram**
Director & Sr. Professor
IIPS, Deonar,
MUMBAI # 400 088.

4. **Dr. Shireen J. Jejeebhoy**
Senior Program Associate
Population Council,
Zone 5A, India Habitat Centre,
Lodi Road,
NEW DELHI-110 003.

5. **Dr. Balram Paswan**
Professor
IIPS, Deonar,
MUMBAI # 400 088.
6. **Dr. H. Lhungdim**
Associate Professor
IIPS, Deonar,
MUMBAI # 400 088.
7. **Dr. M.K. Kulkarni**
Registrar &
Non-Member Secretary
IIPS, Deonar,
MUMBAI # 400 088.

Shri Pravin Srivastava, Deputy Director General, Ministry of Health and Family Welfare, Shri C.S. Mishra, Under Secretary, Ministry of Health and Family Welfare, nominee of Dr. Rattan Chand, Chief Director (Statistics), Ministry of Health and Family Welfare, and Smt. Vasanthi R., Accounts Officer, IIPS attended the meeting.

Dr. Rattan Chand, Chief Director (Statistics), Ministry of Health and Family Welfare, Dr. S. Parasuraman, Director, Tata Institute of Social Sciences, Dr. K. Srinivasan, Emeritus Professor, Prof.(Mrs.) Chandra Krishnamurthy, Vice Chancellor, S.N.D.T University and Dr. Ram Tarneja, Management Professional could not attend the meeting due to prior commitments.

ITEM NO.1

Confirmation of the Minutes of the 94th meeting of the Executive Council held on November 30, 2009.

The minutes of the 94th meeting of the Executive Council of the International Institute for Population Sciences held on

November 30, 2009 was circulated and as there was no objection from the members, the minutes were confirmed.

ITEM NO.2

Action taken on the decisions of the 94th meeting of the Executive Council held on November 30, 2009.

Action taken on the decisions of the 94th meeting of the Executive Council held on November 30, 2009 was noted.

Sub-Item No.6 (E.C. 93): Approval for running the Department of Extra Mural Studies on yearly basis and sanction of Expenditure for the year 2009-2010: While discussing about running of the department of Extra Mural Studies, the Chairman emphasized about the evaluation pattern of the distance education course and suggested that if felt necessary modifications may be done to attain better quality of distance education programme. The Director briefed that the Institute has maintained the quality of Distance Education Programme just like regular courses by following continuous evaluation, viva-voce and written examination, etc. The Institute is also in the process of preparing audio-video teaching learning material for the students, and the students are being given four years for completion of the course. It was decided that while the funding for the Department would be approved for the current financial year, the Institute would submit a proposal for evaluation of the correspondence courses being run by the Department. This evaluation would be done by an external agency selected by a tendering process and cover various aspects like the popularity and utility of the course, its acceptability by various recruiting institutions, interview of the alumni, recommend

proper assessment procedure with online education, examination, evaluation and assessment etc. The IIPS is to also explore the feasibility of using the faculty and resources of the 18 Population Research Centres of MoHFW for the contact classes for the courses.

Sub-Item No.8 (E.C.93): Approval for amendment to be made in the Recruitment Rules in respect of appointment to the post of Data Entry Operator Gr.'B' and Data Processing Assistant Gr.'B': The post of Data Entry Operator Gr.'B' has been advertised according to the new Recruitment Rules. The members were informed that sufficient number of application were received in response to the advertisement. It was also decided that IIPS may fill up these vacancies on priority.

Sub-Item No.9(A) (E.C. 93): Approval of Recruitment Rules to the post of Assistant Registrar (Administration) and Junior Accounts Officer: The post of Jr. Accounts Officer has been filled by promotion and the matter for filling up the post of Assistant Registrar (Administration) is kept as a separate agenda item in the current Executive Council meeting.

Sub-Item No.9(B) (E.C. 93): Pay revision of employees of Quasi-Government organizations, autonomous bodies, etc., set up by and funded/controlled by the Central Government: The minutes of the meeting held on February 07, 2011 is placed under any other matters and the recommendations will be sent to the Ministry for approval.

Sub-Item No.11 (E.C. 93): Reporting of matters to the Executive Council: Some of the task force recommendations were discussed on which action have been taken. It was noted that a timeline for the implementation of the recommendations may be drawn up by the Institute and closely monitored.

ITEM NO.3:

Recommendation for adoption of the Annual Report for the year 2009-2010.

The Executive Council considered the Annual Report of the Institute for the year 2009-2010 and recommended for adoption by circulation among the members of the General Council of the Institute.

ITEM NO.4:

Approval for running the Department of Extra Mural Studies on yearly basis and sanction of Expenditure for the year 2010-2011.

The members considered the proposal submitted for running the Department of Extra Mural Studies for the year 2009-2010 and approved the same. While discussing about the running of the department of Extra Mural Studies, the Chairman emphasized about the evaluation pattern of the distance education and suggested that if felt necessary modifications may be done to attain better quality of distance education programme. The Director briefed that the Institute has maintained the quality of Distance Education Programme just like regular courses by following continuous evaluation, viva-voce and written examination, etc. The Institute is also in the process of preparing audio-video teaching learning material for the students, course material to be developed

on par with UNFPA/JHU, IUSSP, etc., and the students are being given four years time period to complete the course. As already indicated under Sub-Item No.6 in Agenda Item No. 2 above, it was decided that while the funding for the Department would be approved for the current financial year, the Institute would submit a proposal for evaluation of the correspondence courses being run by the Department. This evaluation would be done by an external agency selected by a tendering process and cover various aspects like the popularity and utility of the course, its acceptability by various recruiting institutions, interview of the alumni, recommend proper assessment procedure with online education, examination, evaluation and assessment etc. The IIPS is to also explore the feasibility of using the faculty and resources of the 18 Population Research Centres of MoHFW for the contact classes for the courses.

ITEM NO.5:

Approval for continuation of the research projects initiated during the year 2009-2010 and new research projects to be undertaken during the year 2010-2011 - Recommendations of Academic Council.

Director & Sr. Professor, IIPS gave a brief idea of the completed and continuing projects of IIPS. Of the three new projects recommended by the Academic Council, Project No.2 and 3 were approved and Project No.1 was not approved by the Committee. The Chairman advised that while qualitative research work should be carried out and more review should be taken while the projects work is going on so as to complete the project in time, as it was noted that many projects are not completed in time. It was decided that a mechanism be set up for regular monitoring of the various projects undertaken by the Institute to oversee the

progress vis-à-vis the timelines, costs involved and whether extension of such projects has the concurrence of the sponsoring agency. It was also decided that if Executive Council meeting could not be held in time, the copy of new research projects approved by Academic Council should be circulated among the Executive Council members for remarks and approval in future.

ITEM NO.6:

Approval of Revised Estimates for the year 2010-11.

The Executive Council based on the recommendations of the Standing Finance Committee approved the Revised Estimates for the year 2010-2011 as follows:

Non-Plan	Rs.9.90 crores
Plan	Rs.9.00 crores

	Rs.18.90 crores
	=====

While discussing the Revised Estimates for the year 2010-11 it has been pointed that Rs.4.00 crores to be released by the Ministry cannot be utilized before 31st March 2011 since CPWD are working on restructuring of all the buildings of IIPS, and work can only be initiated after receipt of their report. It was suggested that more possibilities should be explored by the administration for getting the BMC related works completed for the infrastructure development project at the Institute. The Institute was advised to expedite the work relating to obtaining clearances for the upgradation plan and the DPR to get it completed by the end of

this financial year, that is 2010-11. The Institute could also make involve the Ministry in expediting clearances from the State Government authorities as necessary.

ITEM NO.7:

Approval of Budget Estimates 2011-2012.

The Executive Council considered and approved the Budget Estimate for the year 2011-2012:

Non Plan	Rs.1250.00 lakhs
Plan	Rs.2400.00 lakhs

	Rs.3650.00 lakhs
	=====

The Institute was advised to closely monitor the pace of expenditure so that the funds allocated to the Institute do not lapse.

ITEM NO.8:

Reporting of matters relating to Academic Section.

The Executive Council on the recommendations of the Director, IIPS ratified the extension of the fellowship of Ms. Soumya Mohanty, Mr. Mahesh Nath Singh and Ms. Nandita Saikia for a further period of six months w.e.f. January 17, 2010, April 26, 2010 and May 09, 2010 respectively as a special case. For future it was decided that the Institute may follow the UGC norms for granting extension based on their academic performance and such proposals may be first approved by the Academic Council, followed by the Standing Finance Committee and Executive Council.

ITEM NO.9: **Approval of Recruitment Rules for the six new Faculty posts.**

For the Recruitment Rules for the posts of Professor, Associate Professor and Assistant Professor it was decided that the RRs be aligned to the UGC guidelines for such posts for all levels along with an on going assessment, (API). The essential qualifications in the RRs may also include Life Sciences /Environmental Sciences in place of Zoology. (Annexure-I)

ITEM NO.10: **Reporting of matters related to Administration.**

The Executive Council noted the reporting of matters related to administration as contained in the agenda note.

ITEM NO. 11: *This is left for any other matter in original agenda. So this Sr. No. may be clubbed along with Agenda Item no. 21.*

ITEM NO.12: **Extension of term of appointment of Authorized Medical Attendant, Retainer Lawyer and Consultant Engineer of IIPS, and Enhancement in the Monthly Honorarium of Authorized Medical Attendants.**

The Executive Council approved the extension and increase in monthly honorarium w.e.f. April 01, 2011 of the following professionals at IIPS.

Sr. No.	Name of the Official	Date of Apptt. & Nature of Work	Present Honorarium	Proposed Honorarium
1.	Dr. U.M. Shenoy, MD	Authorized Medical Attendant w.e.f. 28/01/1991	Rs.5000/- w.e.f.	Rs.6000/- p.m.

		To look after the medical needs of the students residing in the hostel and staff members staying in the campus. Day of visit - 3 days in a week	01/10/2008	
2.	Dr.(Mrs.) R.V. Ambekar, MBBS, DGO, DFP	Authorized Medical Attendant w.e.f. 01/06/1998 To attend to lady staff members, students and families residing in the campus and other patients. Day of visit- 2 days in a week	Rs.4500/- w.e.f. 01/10/2008	Rs.5500/- p.m.
3.	Shri V. Bhaskaran	Retainer Lawyer w.e.f. December 1978 To look after legal issues and court matters. Once in a week or as per need	Rs.2000/-	Rs.4000/- p.m.
4.	Shri P.B. Marathe B.E.(Civil), MIE, FIV, MACI	Consultant Engineer w.e.f. 04/06/2009 To look after the day to day maintenance work of Institute. Day of visit - once in a week or as per need - charges per visit	Rs.3000/- w.e.f 04/06/2009	Rs.4000/- per visit

The performance of these consultants is to be regularly reviewed and further extension given based on their satisfactory performance on a case to case basis.

ITEM NO.13:

Permission to fill up the post of Assistant Registrar (Administration).

The Executive Council approved to fill up the post of Assistant Registrar (Administration) at IIPS strictly in accordance with the qualifications and conditions prescribed by the UGC. The advertisement for recruitment to this post may be widely

publicized to get good candidates and the performance of the incumbent be monitored.

ITEM NO.14: **Approval to count the past services of Dr. Aparajita Chattopadhyay, Assistant Professor.**

The Executive Council approved the counting of past services of Dr. Aparajita Chattopadhyay rendered in Banaras Hindu University to be regulated as per Government of India guidelines for inter- university transfers.

ITEM NO.15: **To approve the Revised Recruitment Rule of Multi Tasking Staff.**

The Executive Council approved the revised Recruitment Rule for the post of Multi Tasking Staff to be as per the model RRs of DOPT. The institute is to separately identify activities that could be outsourced.

ITEM NO.16: **To approve the Revised Recruitment Rule to the post of Lower Division Clerk.**

The Executive Council approved the revised Recruitment 232Rules for the post of Lower Division Clerk to be as per the model RRs of DOPT including the age limit to be kept as 18-27 years. The advertisement for recruitment to this post may be widely publicized to get good candidates. (Annexures - II & III).

ITEM NO.17:

To approve modification in the Recruitment Rule to the post of UDC-cum-Cashier.

The Executive Council approved the modified recruitment Rule and to fill up the post of UDC-cum-Cashier as per amended recruitment rule i.e. by direct recruitment. (Annexure IV). The advertisement for recruitment to this post may be widely publicized to get good candidates.

ITEM NO.18:

Approve Pay Scales and Upgradation schemes as per UGC Notification to the post of Vice-Chancellor/Director, Registrar, Librarian, Finance Officer/Accounts Officer, Assistant Registrar, Controller of Examination.

The Council noted that having regard to the fact that the posts of Director and Registrar are of permanent status in IIPS whereas as per the UGC Regulations these have to be for a fixed tenure. It was, therefore, agreed that all the implications of a shift to UGC Scales for such posts need to be carefully examined by a committee in the Ministry with a representative of the Ministry of HRD. The Committee may furnish its report within a fixed time-frame, say three months. Accordingly IIPS should send a proposal to the Ministry for constitution of the Committee to consider the case for up gradation of pay scales.

ITEM NO.19:

Reporting of Implementation of Task Force recommendations at IIPS.

Director briefed about the implementation of Task Force recommendations at IIPS. As per the Task Force report the Institute has obtained '0' marks for administrative (governance) set up. Director

briefed that as per the Task Force recommendations discussion were held with the faculty members for restructuring the departments and the action taken have been submitted along with this agenda. A separate Project Cell was recommended by the Task Force committee and accordingly a budgetary requirement of the resource persons has been put up in the agenda. The EC has approved the proposal "in principle" to set up a 'Project Cell' and the matter has to be put up in the next Standing Finance Committee meeting. The requirements of the resource persons depends upon the projects run by IIPS, and a strategy has to be framed for all these issues related to 'Project Cell'. The Director informed the members that at present the Institute is having different projects engaging number of resource persons on consolidated salary. The funds available under these projects will be collected and accumulated under one head/account and then the expenditure will be incurred for these resource persons. In addition to this overhead charges are also available for this. After creating the 'Project Cell' detailed guidelines will be framed for the functioning of this project. The members of the Executive Council have suggested to rename the 'Project Cell' to 'Project Support Cell' or 'Project Support Unit' and the staffing pattern for this Unit would be based on the number of projects in hand, duration, importance/ priority, availability of funds etc. The designations of the various positions in this Unit are to be re-designated to Project Coordinators and Project Managers. As the staff strength would vary from time to time, the Institute will constitute a committee to oversee these activities and accordingly decide on the staff strength. The EC, in principle approved the proposal to include the funding of the activities of this Project Support Unit in the budgetary estimates while seeking funds from various agencies. The Chairman advised to give the list of publications of the faculties in response to discussion on Pt. 4.3.2 on Page No.242. The Director informed that on an

average 1.7 i.e. 2 publications per faculty is the research outcome of the institute and also we are placing these information on the Institute's website. The Chairman has advised that Director should give minimum target to all the faculty members for peer-reviewed publications every year to review their performance based on the UGC pattern. The Director assured that the details of the publication of all the faculties will be submitted in the next meeting.

ITEM NO.20:

Reporting of matters to the Executive Council.

- (a) Action has been taken for grant of MACP to Non-Faculty Group 'B' and 'C' employees of IIPS and a committee will be formed for Group 'A' employees as per provisions contained in the Bye-Laws of the institute.

- (b) As requested by the Institute, the Executive Council approved to include the name of Shri L.P. Srivastava, Retd. Additional Director General, CPWD as Project Advisor in the Project Management Committee (Construction Committee) of IIPS.

ITEM NO.21:

Any other matter with the permission of Chair.

The minutes of the meeting held on February 07, 2011 for implementation of pay revision of the posts as per the provisions enlisted in Part B section I & II was discussed, and it was decided to refer the matter to the Ministry. It was also noted that the IIPS needs to attract and retain the best talent in its faculty, for which it was

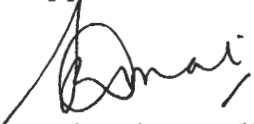
decided that the advertisement for recruitment to vacant posts would be widely publicized through print and electronic media in leading newspapers, magazine and e-mails sent to leading universities and research institutions.

The meeting ended with a vote of thanks to the chair.


(Dr. M.K. Kulkarni)
Registrar &
Non-Member Secretary


(Dr. Faujdar Ram)
Director & Sr. Professor
Member

Approved


(Shri K. Chandramouli)
Secretary, Ministry of Health and Family Welfare, and
Chairman, Executive Council, IIPS.

MODIFIED RECRUITMENT RULES FOR THE POST OF PROFESSOR

1. Name of the post : Professor
2. No. of posts : Eight
3. Category of post : Group 'A'
4. Scale of pay : Rs.37000-67000 AGP Rs.10000
5. Whether Selection post or Non Selection post : Selection
- 3
6. Whether benefit of added years of service admissible under Rule 30 of C.C.S. Pension Rules 1972. : Yes
7. Age limit for Direct Recruit : 50 years, relaxable by the Executive Council in suitable cases.
8. Educational and other Qualifications required for Direct recruits:

1. Department of Mathematical Demography & Statistics

Essential:

- (i) Ph.D. in Demography or in Statistics/Mathematics/Economics/Biostatistics with specialization in Demography with *minimum of 10 years of teaching experience in university/college, and/or experience in research at the university/college, and/or experience in research at the University/National Level institutions/industries, including experience of guiding candidates for research at doctoral level preferably in the field of Mathematical Demography at a University or National Institution.*
- (ii) Experience of having successfully guided research students for the award of Ph.D. in Demography and/or at least 10 publications out of which 5 should be in peer reviewed journals in the area of Mathematical Demography.

2. **Department of Fertility Studies**

Essential:

- (i) Ph.D. in Demography/Population Studies/Bio-Medical Science/ Environmental Science/**Life Science**/Statistics/Mathematics or in any Social Science subject listed in ICSSR with specialization in Population Studies *with minimum of 10 years of teaching experience in university/college, and/or experience in research at the university/college, and/or experience in research at the University/National Level institutions/industries, including experience of guiding candidates for research at doctoral level preferably in the area of Fertility Studies at a University or National Institution.*
- (ii) Experience of having successfully guided students for the award of Ph.D. degree in Population Studies and/or at least 10 publications out of which 5 should be in peer reviewed journals in the area of Fertility.

3. **Department of Public Health & Mortality Studies**

Essential:

- (i) Ph.D. in Demography/Bio-Medical Science/Environmental Science/**Life Science**/Statistics/ Mathematics/Public Health/Preventive and Social Medicine/Biostatistics or in any Social Science subjects listed in ICSSR with specialization in Population Studies *with minimum of 10 years of teaching experience in university/college, and/or experience in research at the university/college, and/or experience in research at the University/National Level institutions/industries, including experience of guiding candidates for research at doctoral level, and research in Population Studies, preferably in the area of Public Health and/or Mortality at a University or National Institution.*
- (ii) Experience of having successfully guided students for the award of Ph.D. degree in Population Studies and/or at least 10 publications out of which 5 should be in peer reviewed journals in the area of Public Health & Mortality.

4. **Department of Migration & Urban Studies**

Essential:

- (i) Ph.D. in Demography/Statistics/Mathematics or in any Social Science subject listed in ICSSR with specialization in Population Studies *with minimum of 10 years of teaching experience in university/college, and/or experience in research at the university/college, and/or experience in research at the University/National Level institutions/industries, including experience of guiding candidates for research at doctoral level preferably in the area of Migration & Urban Studies at a University or National Institution.*

- (ii) Experience of having successfully guided students for the award of Ph.D. degree in Population Studies and/or at least 10 publications out of which 5 should be in peer reviewed journals in the area of Migration or Urbanization.

5. Department of Population Policies & Programmes

Essential:

- (i) Ph.D. in Demography/Population Studies/Statistics/Management or in any Social Science subjects listed in ICSSR with specialization in Population Studies *with minimum of 10 years of teaching experience in university/college, and/or experience in research at the university/college, and/or experience in research at the University/National Level institutions/industries, including experience of guiding candidates for research at doctoral level preferably in the area of Population Policies & Programmes at a University or National Institution.*
- (ii) Experience of having successfully guided students for the award of Ph.D. degree in Population Studies and/or at least 10 publications out of which 5 should be in Peer Reviewed journals in the area of Population Policies & Programmes.

6. Department of Development Studies

Essential:

- (i) Ph.D. in Demography/Population Studies/Bio-Medical Science/Environmental Science/Statistics/Mathematics/Economics/Health Economics or in any Social Science subject as listed in ICSSR with specialization in Population Studies *with minimum of 10 years of teaching experience in university/college, and/or experience in research at the university/college, and/or experience in research at the University/National Level institutions/industries, including experience of guiding candidates for research at doctoral level preferably in the area of Population and Development Studies at a University or National Institution.*
- (ii) Experience of having successfully guided students for the award of Ph.D. degree in Population Studies and/or at least 10 publications out of which 5 should be in peer reviewed journals in the area of Population & Development.

9. Whether age and Educational qualifications prescribed for direct recruits will apply in the case of promotees. : Not Applicable
10. Period of Probation if any : Two Years
11. Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer : By Direct Recruitment

and percentage of the vacancies to be filled by various methods.

12. In case of recruitment by promotion/Deputation/Transfer grades from which promotion/Deputation/Transfer to be made. : Not applicable
13. If a DPC exists what is its composition. : Not applicable

As per the UGC regulations dated September 2009, under Pt. 4.0.0 following are the criteria to be fulfilled for Direct Recruitment to the post of Professor:

- A) (i) *An eminent scholar with Ph.D qualification in the concerned/allied/relevant discipline and published work of high quality, actively engaged in research with evidence of published work with a minimum of 10 publications as books and/or research/policy papers in indexed/ISBN/ISSN numbered journals and/or ISBN/ISSN numbered books and the University development ISBN/ISSN numbered list of journals/books hosted in the website of the concerned University.*
- (ii) *A minimum of 10 years of teaching experience in university/college, and/or experience in research at the university/college, and/or experience in research at the University/National Level institutions/industries, including experience of guiding candidates for research at doctoral level.*
- (iii) *Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process.*
- (iv) A minimum score as stipulated in the Academic Performance Indicator (API) based on Performance Based Appraisal System (PBAS) developed by UGC in these Regulations.

OR

- B) An outstanding professional with established reputation in the relevant field who has made significant contribution to knowledge.
- C) All other conditions of educational qualifications, experience, etc., for appointment and recruitment will be as per the Circulars, Rules and Regulations and Notifications given by Ministry of Human Resource Development and University Grants Commission from time to time.

MODIFIED RECRUITMENT RULES FOR THE POST OF ASSOCIATE PROFESSOR

1. Name of the post : Associate Professor
2. No. of posts : Thirteen
3. Category of post : Group 'A'
4. Scale of pay : Rs.37400-67000 AGP Rs.9000
5. Whether Selection post or Non Selection post : Selection
6. Whether benefit of added years of service admissible under Rule 30 of C.C.S. Pension Rules 1972. : Yes
7. Age limit for Direct Recruit : 45 Years, relaxable by the Executive Council in suitable cases.
8. Educational and other Qualifications required for Direct recruits : Relaxation of 5% will be provided from 50% - 55% of the marks at the Masters level to SC/ST/PH candidates and to Ph.D degree holders who have passed Masters degree prior to 19/09/1991.

1. Department of Mathematical Demography & Statistics

Essential:

- (i) Ph.D. in Demography or in Statistics/Mathematics/Economics/Biostatistics with specialization in Demography and with minimum 8 years experience as a Assistant Professor of post graduate teaching and/or research in Population Studies preferably in the field of Mathematical Demography at a University or National Institution. Candidates from outside the University system in addition shall also possess a good academic record with at least 55 % marks or equivalent grade at the Master's degree level.
- (ii) Experience of guiding research students for the award of Ph.D. in Demography and/or at least five publications out of which 3 should be in peer reviewed journal in the area of Mathematical Demography.

2. Department of Fertility Studies

Essential:

- (i) Ph.D. in Demography/ Population Studies /Bio Medical Sciences / Environmental Sciences/Life Science/Statistics/Mathematics or in any Social Science subjects listed in ICSSR with specialization in Population Studies and with minimum of 8 yrs. experience as a Assistant Professor of post graduate teaching and/or research in Population Studies preferably in the area of Fertility Studies at a University or National Institution. Candidates from outside the University system in addition shall also possess a good academic record with at least 55 % marks or equivalent grade at the Master's degree level.
- (ii) Experience of guiding research students for the award of Ph.D. in Demography and/or at least 5 publications out of which 3 should be in peer reviewed journals in the area of Fertility Studies.

3. Department of Public Health and Mortality Studies

Essential:

- (i) Ph.D. in Demography/Population Studies/Bio Medical Sciences/Environmental Sciences/Statistics/Mathematics/Public Health/Preventive and Social Medicine/Biostatistics or in any Social Science subjects listed in ICSSR with specialization in Population Studies and with minimum of 8 yrs. experience as a Assistant Professor of post graduate teaching and/or research in Population Studies preferably in the area of Fertility Studies at a University or National Institution. Candidates from outside the University system in addition should have at least 55 % marks or equivalent grade at the Master's degree level.
- (ii) Experience of guiding students for the award of Ph.D degree in Population Studies and/or at least 5 publications out of which 3 should be in peer reviewed journals in the area of Public Health and Mortality Studies.

4. Department of Migration and Urban Studies

Essential :

- (i) Ph.D. in Demography/Population Studies/Statistics/Mathematics or in any Social Science subjects listed in ICSSR with specialisation in Population Studies and with minimum of 8 yrs. experience as an Assistant Professor of post graduate teaching and/or research in Population Studies preferably in the area of Migration and Urban Studies at a University or National Institution. Candidates from outside the University system in addition shall have at least 55 % marks or equivalent grade at the Master's degree level.

- (ii) Experience of guiding students for the award of Ph.D degree in Population Studies and/or at least 5 publications out of which 3 should be in peer reviewed journals in the area of Migration and Urbanization.

5. Department of Population Policies and Programme

Essential:

- (i) Ph.D. in Demography/Population Studies/Statistics/Mathematics/Management or in any Social Science subjects listed in ICSSR with specialisation in Population Studies and along with minimum of 8 years experience as an Assistant Professor of post graduate teaching and or research in Population Studies preferably in the area of Population Policies and Programmes at a University or National Institution. Candidates from outside the University system in addition shall have at least 55 % marks or equivalent grade at the Master's degree level.
- (ii) Experience of guiding students for the award of Ph.D degree in Population Studies and/or at least 5 publications out of which 3 should be in peer reviewed journals in the area of Population Policies and Programmes.

6. Department of Development Studies

Essential:

- (i) Ph.D in Demography/Population Studies /Environmental Science/ Statistics/ Mathematics/Economics/Health Economics or in any Social Sciences subject listed in ICSSR with specialization in Population studies and with minimum of 8 years experience as an Assistant Professor of post graduate teaching/research in Population Studies, preferably in the area of Population and Development Studies at a University or National Institution. Candidates from outside the University system, in addition shall have at least 55% of marks or an equivalent grade at Master's degree level.
- (ii) Experience of guiding students for the award of Ph.D degree in Population Studies and/or at least 5 publications out of which 3 should be in a peer reviewed journals in the area of Population and Development.

9. Whether age and Educational qualifications prescribed for direct recruits will apply in the case of promotees. : Not Applicable
10. Period of Probation if any : Two Years
11. Method of recruitment whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancies to be filled by various methods. : By Direct Recruitment

12. In case of recruitment by promotion/ Deputation/Transfer grades from which promotion/Deputation/Transfer to be made. : Not applicable
13. If a DPC exists what is its composition. : Not applicable.

As per the UGC regulations dated September 2009, under Pt. 4.0.0 following are the criteria to be fulfilled for Direct Recruitment to the post of Associate Professor:

- (i) Good academic record with a Ph.D degree in the concerned/allied/relevant disciplines.*
 - (ii) 55% of the marks, or equivalent grade wherever grading system is followed at the Master's degree level.*
 - (iii) A minimum of eight years of experience of teaching and/or research in an academic/research position equivalent to that of Assistant Professor in a University/College or Accredited Research Institution/industry excluding the period of Ph.D research with evidence of published work and a minimum of 5 publications as books and/or research/policy papers in indexed/ISBN/ISSN numbered books/journals and University development ISBN/ISSN list of journals hosted in the website of the concerned University.*
 - (iv) Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process with evidence of having guided doctoral candidates and research students.*
- A) All other conditions of educational qualifications, experience, etc., for appointment and recruitment will be as per the Circulars, Rules and Regulations and Notifications given by Ministry of Human Resource Development and University Grants Commission from time to time.*

MODIFIED RECRUITMENT RULES FOR THE POST OF ASSISTANT PROFESSOR

1. Name of the post : Assistant Professor
2. No. of posts : Seventeen
3. Category of post : Group 'A'
4. Scale of pay : Rs.15600-39100 AGP Rs.6000
5. Whether Selection post or Non Selection post : Selection
6. Whether benefit of added years of service admissible under Rule 30 of C.C.S. Pension Rules 1972. : Yes
7. Age limit for Direct Recruit : 35 Years, relaxable by the Executive Council in suitable cases.
8. Educational and other Qualifications: required for Direct recruits : Relaxation of 5% will be provided from 50% - 55% of the marks at the Masters level to SC/ST/PH candidates and to Ph.D degree holders who have passed Masters degree prior to 19/09/1991.

Preference will be given to candidates with Ph.D and experience of more publications (relaxation for publications may be considered in suitable cases)

1) Department of Mathematical Demography & Statistics

Essential:

- (i) A Master's Degree in Demography/Statistics/Economics/Biostatistics with specialization in Demography with at least 55% of marks or equivalent grade at Master's Degree level. Candidates, besides fulfilling the above qualifications should have cleared the National Eligibility Test for Assistant Professors conducted by the UGC, CSIR or similar Test accredited by the UGC. Only those candidates who have completed their Ph.D under "UGC Act 2009 dated 23/09/2009 on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education" are exempted from NET.

- (ii) Ph.D in demography/ Statistics/ Mathematics/Economics with specialization in Mathematical Demography and/or at least 2 publications in peer reviewed journals in the area of Mathematical Demography & Statistics (optional).

2. Department of Fertility Studies

Essential:

- (i) A Master's Degree in Population Studies/Bio-Medical Science/Environmental Science/Life Science/Statistics/Mathematics or in any Social Sciences subject listed in ICSSR with specialization in Population Studies with at least 55% of marks or equivalent grade at Master's Degree level. Candidates, besides fulfilling the above qualifications should have cleared the National Eligibility Test for Assistant Professors conducted by the UGC, CSIR or similar Test accredited by the UGC. Only those candidates who have completed their Ph.D under "*UGC Act 2009 dated 23/09/2009 on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education*" are exempted from NET.
- (ii) Ph.D in Population Studies and/or at least 2 publications in peer reviewed journals in the area of fertility (optional).

3. Department of Public Health and Mortality Studies

Essential :

- (i) A Master's Degree in Population Studies/Bio-Medical Science/Environmental Science/Life Science/Statistics/Mathematics/Public Health/Preventive and Social Medicine/Biostatistics or in any Social Sciences subject listed in ICSSR with specialization in Population Studies with at least 55% of marks or equivalent grade at Master's Degree level. Candidates, besides fulfilling the above qualifications should have cleared the National Eligibility Test for Assistant Professors conducted by the UGC, CSIR or similar Test accredited by the UGC. Only those candidates who have completed their Ph.D under "*UGC Act 2009 dated 23/09/2009 on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education*" are exempted from NET.
- (ii) Ph.D in Population Studies and/or at least 2 publications in peer reviewed journals in the area of Public Health & Mortality (optional).

4. Department of Migration and Urban Studies

Essential:

- (i) A Master's Degree in Population Studies/ Statistics/ Mathematics/Management or in any Social Sciences subject listed in ICSSR with specialization in Population Studies with at least 55% of marks or equivalent grade at Master's Degree level. Candidates, besides fulfilling the above qualifications should have cleared the National Eligibility Test for Assistant Professors conducted by the UGC, CSIR or similar Test accredited by the UGC. Only those candidates who have completed their Ph.D under "*UGC Act 2009 dated 23/09/2009 on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education*" are exempted from NET.
- (ii) Ph.D in Population Studies and/or 2 publications in peer reviewed journals in the area of Migration & Urbanization (optional).

5. Department of Population Policies and Programme

Essential :

- (i) A Master's Degree in Population Studies/ Statistics/ Mathematics/Management or in any Social Sciences subject listed in ICSSR with specialization in Population Studies with at least 55% of marks or equivalent grade at Master's Degree level. Candidates, besides fulfilling the above qualifications should have cleared the National Eligibility Test for Assistant Professors conducted by the UGC, CSIR or similar Test accredited by the UGC. Only those candidates who have completed their Ph.D under "*UGC Act 2009 dated 23/09/2009 on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education*" are exempted from NET.
- (ii) Ph.D in Population Studies and/or 2 publications in peer reviewed journals in the area of Population Policies & Programs (optional).

6. Department of Development Studies

Essential :

- (i) A Master's Degree in Population Studies/Environmental Science//Statistics/Mathematics/Economics/Health Economics or in any Social Sciences subject listed in ICSSR with specialization in Population Studies with at least 55% of marks or equivalent grade at Master's Degree level. Candidates, besides fulfilling the above qualifications should have cleared the National

Eligibility Test for Assistant Professors conducted by the UGC, CSIR or similar Test accredited by the UGC. Only those candidates who have completed their Ph.D under "UGC Act 2009 dated 23/09/2009 on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education" are exempted from NET.

(ii) Ph.D in Population Studies and/or 2 publications in peer reviewed journals in the area of Population and Development (optional).

9. Whether age and Educational qualifications prescribed for direct recruits will apply in the case of promotees. : Not Applicable
10. Period of Probation if any : Two Years
11. Method of recruitment whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancies to be filled by various methods. : By Direct Recruitment
12. In case of recruitment by promotion/ Deputation/Transfer grades from which promotion/Deputation/Transfer to be made. : Not applicable
13. If a DPC exists what is its composition. : Not applicable.

As per the UGC regulations dated September 2009, under Pt. 4.0.0 following are the criteria to be fulfilled for Direct Recruitment to the post of Assistant Professor:

- 1. Good academic record as defined by the concerned university with at least 55% of the marks or equivalent grade where grading system is practiced at the Master's degree level in a relevant subject from an Indian University, or an equivalent degree from an accredited foreign university.*
- 2. Besides fulfilling the above qualifications, the candidate should have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.*
- 3. Holders of Ph.D. degree as on the date of notification of these regulations, along with those candidates who are awarded a Ph.D. degree through a process of admission, registration, course work and external evaluation as laid down in the UGC (Minimum Standards and Procedures for award of M.Phil/Ph.D Degrees), Regulations, 2009 and so adopted by the university, shall be exempted from NET/SLET/SET.*

4. *NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted subject to the conditions stipulated in these regulations in clause 3.3.3.*

A) All other conditions of educational qualifications, experience, etc., for appointment and recruitment will be as per the Circulars, Rules and Regulations and Notifications given by Ministry of Human Resource Development and University Grants Commission from time to time.

ANNEXURE-II

**MODEL RECRUITMENT RULES FOR THE POSTS OF GROUP D TO BE RE-
DESIGNATED AS MULTI-TASKING STAFF**

1	Name of Post	MULTI TASKING STAFF
2	Number of Post	37
3	Classification	Group C
4	Pay Band and Grade Pay	Pay Band -1 Rs. 5200-20200 + Grade Pay Rs. 1800
5	Whether selection post or non selection post	Not applicable
6	Whether benefit of added years of service admissible under Rule 30 of the CCS (Pension) Rules, 1972	Not Applicable
7	Age limit for direct recruitment	Between 18 and 25 years of age
8	Educational and other qualifications required for direct recruits	Matriculation or equivalent pass OR ITI Pass*
9	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of promotes	Not applicable
10	Period of probation, if any	Two years
11	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods	By direct recruitment
12	In case of recruitment by promotion/deputation/absorption grades from which promotion/deputation/absorption to be made	Not applicable
13	If DPC exists, what is its composition	Not applicable
14	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable

*May be applicable as per special requirements of the post.

ANNEXURE-III

REVISED RECRUITMENT RULES FOR THE POSTS OF LOWER DIVISION CLERK

1	Name of Post	LOWER DIVISION CLERK
2	Number of Post	12
3	Classification	Group 'C'
4	Pay Band and Grade Pay	Pay Band -1 Rs. 5200-20200 + Grade Pay Rs. 1900
5	Whether selection post or non selection post	Not applicable
6	Whether benefit of added years of service admissible under Rule 30 of the CCS (Pension) Rules, 1972	Not Applicable
7	Age limit for direct recruitment	18-27 years (relaxable for Government servants up to 40 years in accordance with the instructions or orders issued by the Central Government) Note: The crucial date for determining the age limit shall be the last date for receipt of applications.
8	Educational and other qualifications required for direct recruits	i) 12th Class or equivalent qualification from a recognized Board or University (ii) A typing speed of 30 w.p.m. in English or 25 w.p.m. in Hindi on manual typewriter Or A typing speed of 35 w.p.m.in English or 30 w.p.m.in Hindi on computer. (35 w.p.m. and 30 w.p.m. correspond to 10500 KDPH/9000 KDPH on an average of 5 key depressions for each word)
9	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of promotes	Yes, to the extent indicated in Col. 11.
10	Period of probation, if any	Two years
11	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods	(i) 85 % by direct recruitment. (ii) 10% of the vacancies shall be filled from amongst the Group C Staff in the Grade Pay of Rs. 1800 and who possess 12th Class pass or equivalent qualification and have rendered 3 years regular service in the grade, on the

		<p>basis of departmental qualifying examination. The maximum age limit for eligibility for examination is 45 years. (50 years of age for the SC/ST)</p> <p>Note:- If more of such employees than the number of vacancies available under Clause (ii) qualified at the examination, such excess number of employees shall be considered for filling the vacancies arising in the subsequent years so that the employees qualifying at an earlier examination are considered before those who qualify at a later examination.</p> <p>(iii) 5% of the vacancies shall be filled on seniority-cum-fitness basis from Group C employees who have 3 years regular service in posts with the Grade Pay of Rs. 1800.</p>
12	In case of recruitment by promotion/deputation/absorption grades from which promotion/deputation/absorption to be made	As stated in Col. 11
13	If DPC exists, what is its composition	<p>(i) Director or his nominee – Chairman</p> <p>(ii) Two staff members of the Institute to be nominated by Director – Member</p> <p>(iii) A SC/ST representative – Member</p> <p>(iv) Registrar – Member</p>
14	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable

REVISED RECRUITMENT RULES FOR THE POST OF UDC-CUM-CASHIER

1.	Name of the Post	UDC-CUM-CASHIER
2.	No. of Posts	One
3.	Classification	Group 'C'
4.	Scale of Pay	PB-1 - 5200-20200 GP 2400
5.	Whether Selection Post or Non-Selection Post?	Not Applicable
6.	Whether benefit of added years of service admissible under rule 30 of the C.C.S. (Pension Rules), 1972?	Not Applicable
7.	Age Limit for Direct Recruits.	30 Years
8.	Educational and other qualifications prescribed for direct recruits will apply in the case of promotees.	B.Com with two years of experience in maintaining Cash, Banking work in a reputed organization preferably in an educational institution.
9.	Whether age and educational qualification prescribed for direct recruits will apply in the case of promotees.	Not applicable
10.	Period of probation, if any.	Two years
11.	Method of rectt. whether by direct rectt. or by promotion/or by Deputation/transfer and percentage of the vacancies to be filled by various methods.	Direct recruitment
12.	In case of rectt. by promotion/deputation/ transfer grades from which promotion/deputation/transfer to be made.	Not applicable
13.	If a DPC exists what is its composition.	Not applicable