

No. DFSS/04(07)/2022 6595  
Directorate of Forensic Science Services  
Ministry of Home Affairs  
Government of India

Block No. 9, 8<sup>th</sup> Floor,  
CGO Complex, Lodhi Road,  
New Delhi-110003  
Dated : 15.03.2023

To

The Director,  
CFSL,  
Chandigarh/Kolkata/Hyderabad/ Pune/Guwahati/Bhopal/Delhi.

Sub: Draft Recruitment Rules for the Group A Scientific posts operated under Modified Flexible Complementing Scheme(MFCS) in DFSS for comments-reg.

Sir,

The draft Recruitment Rules (RRs) in respect of the Group A Scientific posts operated under Modified Flexible Complementing Scheme(MFCS) in DFSS cadre have been uploaded on the official website of Directorate of Forensic Science Services in the link "Notification/Comments Invited". You are therefore requested to visit the link and widely circulate the RRs among the stakeholders for obtaining the comments within stipulated period of 30 days. The comments received may please be forwarded to DFSS, Hqrs, New Delhi for further necessary action.

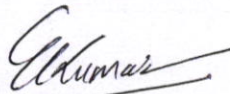
2. In case no comments are received from the stakeholders a NIL report may please be submitted to this directorate.
3. This issues with the approval of Director-Cum-CFS, DFSS.

Yours faithfully

(Yoginder Kumar)  
Assistant Director(Admin.)

Copy for necessary action to:

Web Portal desk of DFSS, New Delhi with the request to upload the draft RRs on the official website of DFSS.

  
(Yoginder Kumar)  
Assistant Director(Admin.)

[TO BE PUBLISHED IN THE GAZETTE OF INDIA, EXTRAORDINARY,  
PART II, SECTION 3, SUB-SECTION (i)]

Government of India  
MINISTRY OF HOME AFFAIRS  
Directorate of Forensic Science Services

NOTIFICATION

New Delhi, the \_\_\_\_\_, 2023

G.S.R.....(E)-In exercise of the powers conferred by the proviso to article 309 of the Constitution and in supersession of the Ministry of Home Affairs, Directorate of Forensic Science Services, Group 'A' Posts Recruitment Rules, 2022 and Central Bureau of Investigation, Central Forensic Science Laboratory, New Delhi (Group 'A' Post) recruitment rules 1982 and Central Bureau of Investigation, Central Forensic Science Laboratory, New Delhi (Group 'A' & 'B' Posts) recruitment rules 1986 and Central Bureau of Investigation, Central Forensic Science Laboratory, New Delhi (Director, Group 'A' Gazetted) recruitment rules 1999 in so far as it relates to the Posts of Director and Scientist 'E', Deputy Director and Scientist 'D', Assistant Director and Scientist 'C' and Scientist 'B' under the Directorate of Forensic Science Services cadre and the posts of Director, Principal Scientific Officer, Senior Scientific Officer Grade I and Senior Scientific Officer Grade II, under Central Forensic Science Laboratory, Central Bureau of Investigation cadre except as respects things done or omitted to be done before such supersession, the President hereby makes the following rules regulating the method of recruitment to the post of Director and Scientist 'E' or Director, Deputy Director and Scientist 'D' or Principal Scientific Officer, Assistant Director and Scientist 'C' or Senior Scientific Officer Grade I and Scientist 'B' or Senior Scientific officer Grade II respectively re-designated as Director and Scientist 'E', Deputy Director and Scientist 'D', Assistant Director and Scientist 'C' and Scientist 'B' in the Ministry of Home Affairs, Directorate of Forensic Science Services and its outlying units, namely:-

**1. Short title and commencement.**-(1) These rules may be called the Ministry of Home Affairs, Directorate of Forensic Science Services, Group 'A' Posts Recruitment Rules, 2023.

(2) They shall come into force on the date of their publication in the Official Gazette.

**2. Application.**-These rules shall apply to the posts specified in column (1) of the First Schedule to these rules.

**3. Definitions.**- In these rules, unless the context otherwise requires,-

- (a) "Controlling Authority" means the Government of India in the Ministry of Home Affairs;
- (b) "Commission" means the Union Public Service Commission;
- (c) "Department" means the Directorate of Forensic Science Services;
- (d) "Post" means a post as specified in column (1) of the First Schedule;

(e) "Schedule" means a Schedule annexed to these rules.

**4. Number of posts, classification and level in the pay matrix-** The number of the said posts, their classification and level in the pay matrix attached thereto shall be as specified in the First Schedule to these rules.

**5. Educational qualifications, experience, method of recruitment.-**(1) The qualifications, experience and age-limit for direct recruitment to the post of Scientist 'B' shall be as specified in the Second Schedule.

(2) (i) The method of recruitment for the post of Scientist 'B' shall be in the manner as specified in the Fourth Schedule to these rules.

(ii) The percentage of vacancies to be filled by promotion or by direct recruitment to the post of Scientist 'B' in various divisions of the Department shall be in accordance with the Part A of Fourth Schedule and grades from which promotion to the post of Scientist 'B' are to be made shall be in accordance with the Part B of Fourth Schedule.

(iii) The recruitment for the posts of Scientists 'C', 'D' and 'E' shall be made 100% by in-situ promotion under the Modified Flexible Complementing Scheme on completion of minimum residency period in the existing grade as specified in Column (4) of the Third Schedule.

(3) Consultation with the Commission is necessary for making recruitment to the post of Scientist B by promotion or by direct recruitment.

**6. Probation.-**(1) Every person appointed to the post of Scientist 'B' either by direct recruitment or by promotion shall be on probation for a period of two years.

(2) Direct recruits shall be required to successfully complete a mandatory induction training of at least two weeks' duration, as specified by the approving authority, for completion of probation.

**7. Promotion through the Flexible Complementing Scheme.-** (1) The Modified Flexible Complementing Scheme as notified by the Department of Personnel and Training from time to time shall apply in the matter of in-situ promotions for the scientists in the Department in the grades of Scientists 'C', 'D' and 'E', which shall be personal to the scientist concerned.

(2) The minimum residency period for considering the qualifying service required for promotion under the Modified Flexible Complementing Scheme for each grade shall be as specified in the Column (4) of the Third Schedule and the crucial date for determining the eligibility as to the completion of the requisite qualifying residency period shall be the 1<sup>st</sup> January of the year in which assessment is to be done.

(3) An officer promoted carries the post with him and consequently no vacancy is caused at the lower level and where a vacancy is caused due to an officer vacating a post by retirement

on superannuation or voluntary retirement or resignation or death, the same shall be filled in at the level of Scientist 'B' in accordance with the roster for direct recruitment or promotion;

(4) The date of in-situ promotion for those found suitable for considering his promotion under the scheme shall be the date on which the approving authority approves the recommendations of the Assessment Board as specified in the schedule or the date of assumption of charge of his or her post by the recommended candidate, whichever is later.

(5) (a) There shall be two levels of assessment, the first level shall be at internal level for screening purposes and the next level shall be for assessment purposes for selection and for the purpose of screening, there shall be benchmark not less than Good for Scientist 'C' and not less than 'Very Good' for Scientist 'D' and above.

(b) The approving authority (Screening), specified under Column (4) of Table B in the Fifth Schedule, shall consider every case recommended by the Screening Committee and approve the same and in case it decides that any officer does not qualify for consideration for promotion by the Assessment Board, his case shall be placed before the Screening Committee after one year for its consideration and the procedure for screening as specified in sub-rule (2) shall be followed again.

(c) For the purposes of second level of external assessment; -

(i) for evaluating suitability of officers for in-situ promotion; the scientist who has been screened-in and recommended by the screening committee and approved by the approving authority (Screening) shall be assessed by the Assessment Board specified in Column (5) of Table B in the Fifth Schedule.

(ii) the Assessment Board shall, after taking into consideration the performance and merit of each scientist, document, specifically through one-page summary, the specified content of the work done justifying his merit for consideration under the Modified Flexible Complementing Scheme and certify that the officer so recommended meet with the criteria for in-situ up-gradation under the Modified Flexible Complementing Scheme;

(iii) Review of case of the scientist who has been recommended status quo by the Assessment Board shall again be considered by the Screening committee after a period of one year.

(iv) The recommendations made by the Assessment Board shall be considered by the Approving Authority (Assessment) specified under column (6) of table B in the Fifth Schedule.

(6) The scientist covering under the Modified Flexible Complementing Scheme shall fill up the annual work report format (Part-A) specified in the Sixth Schedule along with the Annual Performance Appraisal Report and shall get reported upon by the reporting officer.

(7) The candidate with outstanding grading, may be considered for relaxation in the residency period, that is qualifying service, the relaxation being not more than one year on

any single occasion and such a relaxation shall be limited to a maximum of two occasions in his/her entire career.

(8) The officer who is away on deputation shall be given promotion with effect from the date he/she repatriates and joins Central Forensic Science Laboratories, where he/she is posted after repatriation as the case may be, but proforma promotion shall not apply.

(9) The scientist who does not fulfill the requisite eligibility criteria shall not be considered for promotion under the Modified Flexible Complementing Scheme on the ground that his/her junior is being considered.

(10) The leave availed by an eligible scientist shall be counted towards minimum residency period for considering promotion under the Modified Flexible Complementing Scheme in the following manner, namely.-

(i) The period spent on deputation or Foreign Service to scientific post, which helps a Scientist to acquire scientific experience or field experience in a diverse set up.

(ii) Period of study leave or other leave availed for the academic accomplishments to improve scientific knowledge.

(iii) Maternity Leave.

(iv) Leave of a maximum period of one year sanctioned in continuation of maternity leave as per leave rules may also be treated at par with maternity leave and this period may consequently be taken into account while counting the minimum residency period.

(v) Earned Leave for a total period of not exceeding one hundred and eighty days (for three years' residency period) and two hundred and ten days (for four-year residency period) sanctioned as per Leave Rules shall also be taken into account while computing minimum residency period.

(v) (a) Child Care Leave.

(vi) The period spent on deputation or foreign service to a non-scientific post and the period of leave including leave on medical grounds, Extra Ordinary Leave etc. availed on personal ground shall not be count towards the minimum residency period.

(11) There shall be no consideration of retrospective grant of in situ promotion under the Modified Flexible Complementing Scheme in any case.

(12) The assessment under the Modified Flexible Complementing Scheme for next higher grade shall only be three times and thereafter, the Scientist shall be covered under Modified Assured Career Progression Scheme in accordance to the provision of that scheme and the scientists who have been granted any grade under Modified Assured Career Progression Scheme may be considered for next grade under Modified Flexible Complementing Scheme according to the eligibility and other provisions of Modified Assured Career Progression Scheme.

**8. Composition of the Committees-**(1) The Composition of the Departmental Promotion Committee (for considering promotion) and the Departmental Confirmation Committee (for considering confirmation) for the posts of Scientist 'B' shall be as specified in Table A of Fifth Schedule annexed to these rules.

(2) The composition of the Screening Committee and the Assessment Board along with their respective approving authorities shall be as specified in Table B of Fifth Schedule annexed to these rules.

**9. Disqualifications.-**No person,-

- (a) who has entered into or contracted a marriage with a person having a spouse living; or
- (b) who, having a spouse living, has entered into or contracted a marriage with any person; shall be eligible for appointment to the said posts:

Provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

**10. Power to relax.** - Where the Central Government is of the opinion that it is necessary or expedient so to do, it may, by order and for reasons to be recorded in writing, and in consultation with Union Public Service Commission, relax any of the provisions of these rules with respect to any class or category of persons.

**11. Saving.** - 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 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.

### THE FIRST SCHEDULE

(See Rule 4 above)

**(Designation, Number of Posts, Classification and Level in Pay Matrix of various posts)**

Designation	Classification	Number of posts		Level in the pay matrix
(1)	(2)	(3)		(4)
Scientist 'B'	General Central Service, Group 'A', Gazetted, Non-Ministerial	Category		Level-10
		1. Biological Sciences Disciplines (25)		(Rs. 56,100-1,77,500/-)
		(a) Biology	19	

		(b) DNA	6	
		2. Chemical Sciences Disciplines (47)		
		(a) Chemistry	17	
		(b) Explosives	10	
		(c) Narcotics	6	
		(d) Toxicology	14	
		3. Physical Sciences Disciplines (100)		
		(a) Ballistics	15	
		(b) Documents	52	
		(c) Fingerprint	6	
		(d) Photo	7	
		(e) Physics	20	
		4. Forensic Psychology Discipline (10)	10	
		5. Forensic Electronics Discipline (3)	3	
		Total number of posts	185	
Assistant Director and Scientist 'C'	General Central Service, Group 'A', Gazetted, Non-Ministerial	Not applicable as post is operated under Modified Flexible Complementing Scheme.		Level-11 (Rs. 67,700-2,08,700/-)
Deputy Director and Scientist 'D'	General Central Service, Group 'A', Gazetted, Non-Ministerial	Not applicable as post is operated under Modified Flexible Complementing Scheme.		Level-12 (Rs. 78,800-2,09,200/-)
Director and Scientist 'E'	General Central Service, Group 'A', Gazetted, Non-Ministerial	Not applicable as post is operated under Modified Flexible Complementing Scheme.		Level-13 (Rs. 1,23,100-2,15,900/-)
Total number of posts		185		

\*Number of posts is subject to variation dependent on workload.

## THE SECOND SCHEDULE

(See Rule 5 above)

**(Educational qualifications and Experience required for direct recruitment to the post of Scientist 'B'):**

(I) Essential:		(i) Educational qualifications:
<b>1. Biological Sciences discipline</b>		
a.	Scientist 'B' (Biology)	Master degree in Botany or Zoology or Microbiology or Biotechnology or Biochemistry or Physical Anthropology or Genetics or Human Genetics from a recognised University or Institute; or Master degree in Forensic Science with Botany or Zoology as one of the subjects during all the three years of bachelor of Science from a recognised University or Institute; or Bachelor of Engineering Or Bachelor of Technology in Biotechnology from recognised University or Institute.
b.	Scientist 'B' (DNA)	Master degree in Biochemistry or Biotechnology or Zoology or Microbiology or Genetics or Human Genetics from a recognised University or Institute; or Master degree in Forensic Science with Botany or Zoology as one of the subjects during all the three years of bachelor of Science from a recognised University or Institute; or Bachelor of Engineering or Bachelor of Technology in Biotechnology from recognised University or Institute.
<b>2. Chemical Sciences discipline</b>		
a.	Scientist 'B' (Chemistry)	Master degree in Chemistry or Biochemistry from a recognised University or Institute; or Master degree in Forensic Science with Chemistry as one of the subjects during all the three years of bachelor of Science from a recognised University or Institute.
b.	Scientist 'B' (Explosive)	Master degree in Chemistry from a recognised University or Institute; or Master degree in Forensic Science with Chemistry as one of the subjects during all the three years of bachelor of Science from a recognised University or Institute.
c.	Scientist 'B' (Narcotics)	Master degree in Chemistry or Biochemistry from recognised University or Institute; or Master degree in Forensic Science with Chemistry as one of the subjects during all the three years of Bachelor of Science from recognised University or Institute.
d.	Scientist 'B' (Neutron Activation Analysis)	Master degree in Chemistry or Physics from a recognised University or Institute; or Master degree in Forensic Science with Chemistry or Physics as one of the subjects during all the three years of bachelor of Science from a recognised University or Institute.



e.	Scientist 'B' (Toxicology)	Master degree in Chemistry or Biochemistry or Pharmacology or Pharmacy from a recognised University or Institute; or Master degree in Forensic Science with Chemistry as one of the subjects during all the three years of bachelor of Science from a recognised University or Institute.
<b>3. Physical Sciences discipline</b>		
a.	Scientist 'B' (Ballistics)	Master degree in Physics or Mathematics or Applied Mathematics from a recognised University or Institute; or Master degree in Forensic Science with Physics or Mathematics as one of the subjects during all the three years of bachelor of Science from a recognised University or Institute.
b.	Scientist 'B' (Documents)	Master degree in Physics or Chemistry from a recognised University or Institute; or Master degree in Forensic Science with Chemistry or Physics as one of the subjects during all the three years of Bachelor of Science from a recognised University or Institute.
c.	Scientist 'B' (Fingerprint)	Master degree in Physics or Chemistry or Biochemistry from recognised University or Institute; or Master degree in Forensic Science with Physics or Chemistry as one of the subjects during all the three years of Bachelor of Science from recognised University or Institute.
d.	Scientist 'B' (Photo)	Master degree in Physics or Chemistry or Electronics with at least one-year Diploma in Photography from a recognised University or Institute; or Master degree in Forensic Science with Physics or Chemistry or Electronics or Multimedia as one of the subjects during all the 3 years of Bachelor of Science from recognized University or Institute with at least one-year Diploma in Photography from recognised University or Institute.
e.	Scientist 'B' (Physics)	Master degree in Physics or Applied Physics or Biophysics from a recognised University or Institute; or Master degree in Forensic Science with Physics as one of the subjects during all the three years of bachelor of Science from a recognised University or Institute; or Bachelor of Engineering or Bachelor of Technology in (Civil or Electrical or Mechanical or Electronics or Telecommunication or Computer Science or Instrumentation) from recognised University or Institute.
<b>4. Forensic Psychology discipline</b>		
	Scientist 'B' (Forensic Psychology)	Master degree in Psychology or Criminology from recognised University or Institute; or Master degree in Forensic Science with specialisation in Psychology or Criminology from a recognised University or Institute.

## 5. Forensic Electronics discipline

Scientist 'B' (Forensic Electronics)	Bachelor of Engineering or Bachelor of Technology in Computer Science and Engineering or Electronics and Communication Engineering or Information Technology or Electrical and Electronics from recognised University or Institute; or Master degree in Computer Science or Electronics or Physics from a recognised University or Institute; or Master degree in Forensic Science with Physics as one of the subjects during all the three years of Bachelor of Science from recognised University or Institute.
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**(A) Essential experience:** Three years' experience of analytical methods and research therein in the relevant field from a government recognized organization or institution.

**(B) Desirable:** - One-year experience of working in a Forensic Science Laboratory under the Central or State Government or Union territory administration after obtaining the minimum educational qualifications as specified in Second Schedule.

Note 1: The relevant discipline in educational qualification and areas in which research experience is required shall be the division for which the recruitment is being made.

Note 2: Qualifications are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in case of candidates otherwise well qualified.

Note 3: The qualification regarding experience is relaxable at the discretion of the Union Public Service Commission, for the reasons to be recorded in writing, in case of candidates belonging to Scheduled Castes or Scheduled Tribes, if at any stage of selection, the Union Public Service Commission is of the opinion of that sufficient number of candidates from these communities possessing the requisites experience are not likely to be available to fill up the vacancies reserved for them.

**Age-Limit: Not exceeding 35 years.**

(relaxable for government servant upto five years in accordance with the instructions issued by the Central Government).

Note. The crucial date for determining the age-limit shall be as advertised by Union Public Service Commission.

## THE THIRD SCHEDULE

[See Rule 7(2)]

**(Minimum residency period linked to performance for in-situ promotion to various grades under Modified Flexible Complementing Scheme)**

Sl. No.	Designation	Pay level in pay matrix	Minimum residency period.
(1)	(2)	(3)	(4)
1.	Scientist 'B'	Level-10 (Rs.56,100 - 1,77,500/-)	Three years
2.	Assistant Director & Scientist 'C'	Level-11 (Rs. 67,700 - 2,08,700/-)	Four years
3.	Deputy Director & Scientist 'D'	Level-12 (Rs. 78,800 -2,09,200/-)	Four years
4.	Director & Scientist 'E'	Level-13 (Rs. 1,23,100-2,15,900/-)	--

**THE FOURTH SCHEDULE  
PART A**

Method of recruitment for the post of Scientist 'B'	
(i) For the posts of: Scientist 'B' (Ballistics) or Scientist 'B' (Biology) or Scientist 'B' (Chemistry) or Scientist 'B' (Documents) or Scientist 'B' (Explosive) or Scientist 'B' (Fingerprinting) * or Scientist 'B' (Forensic Psychology) * or Scientist 'B' (Neutron Activation Analysis) or Scientist 'B' (Photo) * or Scientist 'B' (Physics) or Scientist 'B' (Toxicology) or Scientist B(Serology)*#.	(i) 70% by direct recruitment; (ii) 30% by promotion failing which by deputation failing both by direct recruitment.  Note: Method of recruitment will be applicable sub-discipline –wise separately. # Senior Scientific Assistant (Serology) of erstwhile Central Forensic Science Laboratory, Central Bureau of Investigation will be considered for the promotion in Scientist 'B' (Biology) who are eligible on the date of notification of this recruitment rule.
ii) For the posts of: Scientist 'B' (Forensic Electronics) or Scientist 'B' (Forensic Narcotics) or Scientist 'B' (Forensic DNA).	Direct recruitment.
Note*- The Senior Scientific Assistant (Forensic Psychology, Fingerprints, Photo and Serology) who were earlier under the cadre of erstwhile Central Forensic Science Laboratory, Central Bureau of Investigation shall be considered for Promotion as mentioned under Schedule Fourth, Part A accordingly. Note 2: Qualifications mentioned under the Second Schedule shall not be applicable for promotion to the Scientists already working on the post prior to the notification of the	

saidrecruitment rules.

**PART B**

**In case of recruitment by promotion or deputation/absorption, grades from which promotion or deputation/absorption to be made.**

In case of recruitment by promotion or deputation/ absorption, grades from which promotion or deputation/ absorption to be made.	
Promotion	
(i) for the posts of Scientist 'B' (Ballistics)/ Scientist 'B' (Biology)/ Scientist 'B' (Chemistry)/ Scientist 'B' (Explosive)/ Scientist 'B' (Fingerprinting)/ Scientist 'B' Forensic Psychology/Scientist 'B' (Neutron Activation Analysis)/ Scientist 'B' (Photo)/ Scientist 'B' (Physics)/ Scientist 'B' (Toxicology).	Junior Scientific Officers in the Level 7(Rs. 44,900 – 1,42,400/-) of the pay matrix with Five years' service or Senior Scientific Assistants* in Level 6 (Rs. 35,400-1,12,400/-) in the pay matrix with 10 years' service in the grade rendered after appointment thereto on regular basis and having successfully completed two to four weeks training as prescribed by the department.  * Applicable only to the incumbents of erstwhile CFSL CBI who were eligible on the date of notification of this RR.
(ii) for the posts of Scientist 'B' (Documents) -	Assistant Central Intelligence Officer Grade-I (Documents) in Level 7 (Rs. 44,900 – 1,42,400/-) of the Pay Matrix with five years regular services in the grade rendered after appointment thereto on regular basis and having successfully completed two to four weeks training as prescribed by the department.
Note 1 : Where juniors who have completed their qualifying or eligibility service are considered for promotion, their seniors shall also be considered, provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two years, whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed their qualifying or eligibility service.	

**FIFTH SCHEDULE**

(See Rule 8)

**(Composition of Departmental Promotion Committee and Departmental Confirmation Committee)**

**TABLE-A**

Sl. No	Name of the post.	Departmental Promotion Committee (for considering cases of promotion).	Departmental Confirmation Committee (for considering cases of confirmation).
(1)	(2)	(3)	(4)
1.	Scientist 'B'	1. Chairman/ Member, Union Public Service Commission - Chairman;	1. Director cum Chief Forensic Scientist, Directorate of Forensic

		<p>2. Director cum Chief Forensic Scientist, Directorate of Forensic Science Services</p> <p>-Member;</p> <p>3. Director or Deputy Secretary, Ministry of Home Affairs- Member.</p>	<p>Science Services</p> <p>-Chairman;</p> <p>2. Director, Central Forensic Science Laboratory, Directorate of Forensic Science Services- Member;</p> <p>3. Director or Deputy Secretary, Ministry of Home Affairs- Member.</p>
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**TABLE B**

Sl. No.	Grade to which promotion shall be made	Screening Committee	Approving Authority (Screening)	Assessment Board	Approving Authority (Assessment)
(1)	(2)	(3)	(4)	(5)	(6)
1.	Scientist 'B' to Assistant Director and Scientist 'C'.	<p>1. Joint Secretary – Chairman;</p> <p>2. Director-Cum-Chief Forensic Scientist, Directorate of Forensic Science Services</p> <p>-Member;</p> <p>3. A representative from any organization of government of India in the field of Science and Technology or Defense Research and Development Organization or Department of Space or Department of Atomic Energy not below the</p>	Home Secretary, Ministry of Home Affairs.	<p>1. Home Secretary - Chairman;</p> <p>2. Joint Secretary, Ministry of Home Affairs</p> <p>-Member;</p> <p>3. Director-Cum-Chief Forensic Scientist, Directorate of Forensic Science Services</p> <p>-Member;</p> <p>4. Three experts in the relevant field of forensic Science (to be nominated by the Union Public Service</p>	Minister-in-charge, Ministry of Home Affairs.
2.	Assistant Director and Scientist 'C' to Deputy Director and Scientist 'D'.				
3.	Deputy Director and Scientist 'D' to Director and Scientist 'E'.				

		rank of Joint Secretary (to be nominated by the Ministry of Home Affairs) – Member.		Commission) - Member.	
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**THE SIXTH SCHEDULE**  
**Annual Work Report (Part A,B,C)**  
**PART A**

SELF ASSESSMENT BY THE OFFICER REPORTED UPON

1. Name:
2. Designation:
3. Area of Science and Technology Function:
4. Brief Description of Science and Technology work function:
5. Science and Technology output indicators for assessment and measurement of work function (as appropriate to the officer):
6. Enumeration of major outputs from Science and Technology Function:
7. Innovation content of work done (in 100 words):
8. Major impact reported during the financial year (if any) for work done during previous three years:
9. Scientific and technological methodologies used in the work function:
10. Suggestions (if any) for work functions based on new or emerging scientific principles:
11. New technologies if any introduced by the officer in work plan or functions:
12. Any other highlight of special Science and Technology content in the work:
13. One-page summary of the scientific and technical elements in the work done during the financial year:
14. Quantified Science and Technology outputs as per the selected indicators (as annexed):

Signature of the officer reported upon

**PART B**

ASSESSMENT BY THE REPORTING AUTHORITY

1. Accuracy of the Science and Technology work report
  - (a) Generally accurate
  - (b) Modifications needed (please specify)
2. Scientific merit of the work done  
(1-10%, 10-33%, 33-50%, 50-75%, Bottom 25%)
3. Short summary of the innovative content of the work done
4. General assessment of the scientific work report (in brief)
5. Final grading  
(1-10%, 10-33%, 33-50%, 50-75%, Bottom 25%)

Signature of the Reporting Officer

**PART C**

**INTERNAL SCREENING COMMITTEE REPORT**

1. Grading of the Science and Technology content of work reported:
2. Specific Innovation elements recognized:
3. Relative Assessment of the work reported in relation to Peers in the area: (Top 10%, 10-33%, 33-50%, 50-75%, Bottom 25%)
4. Assessment of the work done during the residency period:
5. Specific highlights of the Science and Technology content of the work done:
6. Overall grading of the Science and Technology work report for the residency period:  
(Top 10%, 10-33%, 33-50%, 50-75%, Bottom 25%)

Name and Signatures of the (Members of the Committee)

Name and Signature of Chairman of Internal Screening Committee

**Annexure 'A' to Annual Work Report**

1. Lectures delivered in universities or seminars or industry meets
  - (a) Enrolled
  - (b) Invited

2. Books edited or written
3. Research publications
4. State-of-the Art Reports prepared on the subject handled or otherwise
5. Annual reports prepared
6. Internal reports generated
7. New Science and Technology area or gap identified for enlarging the scope of the existing schemes
8. New Science and Technology identified and nurtured and Science and Technology inputs added to ongoing schemes
9. Data bases prepared for scientific handling of the projects
10. Scientific and evidence-based initiatives taken to enlarge the infrastructure base of research and development across the country
11. Identification of new areas for demonstration of technologies and follow-up:
12. Project Monitoring Parameters evolved and deployed
13. Technology intelligence or assessment report prepared for Science and Technology
14. Science and Technology inputs provided to inter-Ministerial discussions in various committees
15. Number of projects scientifically evaluated for closure during the year
16. Networked programmes initiated (please give numbers and salient features of your contribution)
  - (a) Between lab to lab
  - (b) Lab and industry
  - (c) Bilateral
  - (d) Multilateral
17. Policies or Bills prepared during the year:
18. Awards or Membership of Institutions/ Academies
19. Others (please specify)

(Under Secretary to the Govt. of India)