

10/2/14

**Fellowship Programme of the Anthropological Survey of India  
Guidelines, Rules and Regulations**

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(Modified vide Ministry of Culture's letter No. F.12-15/2011-A&A dated July 28, 2014)

**Purpose of the Fellowship**

1. To provide opportunity to research students/scholars to undertake advance study and research in Anthropology and allied disciplines related to bio-cultural sciences. In case of Visiting Fellowship the purpose is to invite eminent Indian/Foreign scholars from Anthropology and allied disciplines from University, Government and non-governmental institutions to take up the research work keeping in view the aims and objectives of the Anthropological Survey of India.

**Eligibility :**

2. (a) Junior Research Fellowship is given to persons below the age of 28 years with at least 55% marks in Master's Degree in Anthropology or Allied Disciplines of any recognized University/Institute.  
  
(b) Senior Research Fellowship is open to persons below the age of 32 years with at least 55% marks in Master's Degree in anthropology or Allied Disciplines of any recognized University/Institute with at least two years research experience with published work of a good standard.  
  
(c) Post-Doctoral Fellowship is open to persons below 40 years of age with Ph.D. in Anthropology or Allied Disciplines of any recognized University/Institute having at least three years research experience with evidence of published work of a good standard.

(d) Visiting Fellow: Visiting Fellowship open to a scholar (Indian/Foreign) of eminence in Anthropology or Allied Disciplines irrespective of their age, as evident from his/her academic achievements and contributions to the respective discipline.

(e) In exceptional cases the Secretary (Culture) can offer any fellowship to any scholar without fulfilling required formalities.

(f) Age and educational qualifications may also be relaxed for exceptional cases.

**Note :**

- (i) Junior and Senior Research Fellows will work on the Plan Projects launched by the Anthropological Survey of India or any other project approved by the Director/Head of the Department.
- (ii) The Post-Doctoral and Visiting Fellow shall work on a project mutually agreed upon by the Survey and the Fellow.
- (iii) The same Fellowship will not be awarded twice to a person.
- (iv) All the categories of fellowship will be attached to the Anthropological Survey of India.

**3. Selection process :**

- (a) Junior/Senior fellows will be selected through written test followed by interview; Post-Doctoral and Visiting fellows will be selected through interview only. Screening committee will screen the application for written test.
- (b) To appear in the selection test and interview for Junior/Senior fellowships candidates will be given second class train fare.
- (c) For Post-Doctoral Fellowship candidates called for interview will be given AC-3 tier train fare.
- (d) For the Visiting Fellowship scholars called for discussion will be paid TA as per their entitlement.

**4. Tenure of Fellowship :**

- (a) The tenure of all categories of Fellowship will be of three years. However, in deserving cases the period can be extended for one more year by the Director/Head of the Department on the recommendation of the committee so constituted by the competent authority in each case.

- (b) **TA/DA for Junior/Senior/Post-Doctoral and Visiting Fellows :**  
TA/DA of the Junior/Senior fellows will be given at par with regular scientific staff of this Survey at the entry point i.e. R.A. (Research Associate) while on tour. The Post-Doctoral fellows will be given TA/DA at par with Assistant Anthropologist and Visiting fellows will be given TA/DA at par with the University Professor while on tour.

Annual contingent grant of fellows will be meant for his/her well being i.e. accommodation, medical treatment etc. It will be paid quarterly. Fellows are required to submit utilization certificate of contingent grant. Expenditure under TA/DA of Fellows will be borne from the Plan budget of the Survey.

5. (a) **Filling up vacancies :**

The vacancy of Junior/Senior and Post-Doctoral fellows may be advertised through appropriate Govt. print media and should be circulated in the various Universities/Institutes.

(b) **Application for Junior/Senior and Post-Doctoral Fellowship :**

Application should be made in the prescribed form obtainable from the Head of the Office of the respective Regional/Sub-Regional Centres and Head Office on request or can be downloaded from our website [www.ansi.gov.in](http://www.ansi.gov.in) and should be submitted to the Director, Anthropological Survey of India, Indian Museum, 27, Jawaharlal Nehru Road, Kolkata-700 016, completed in all respect along with a crossed Indian Postal Order of Rs. 50/- (Rs. 25/- in case of ST & SC candidates) in favour of the Pay & Accounts Officer, Pay & Accounts Office, Deptt. of Culture, Kolkata payable at GPO, Calcutta along with a self addressed envelop (23 cm. X 10 cm.). Applications must be completed in all respects, otherwise will be rejected automatically. Only self attested copies of degrees, diplomas and testimonials may be attached with the application. Original copies should be produced at the time of interview. Two copies of recent self attested passport size photographs of the applicant (one pasted to the application) must be submitted. The Fellowship will be advertised twice a year so that they can join in April and October. A character certificate from a Gazetted Officer or a Member of Parliament or a Member of Legislative Assembly or Principal or Head of the Department of the Institute the candidate attended last or a well known person of the locality where the candidate is residing should also accompany the application.

(c) A person applying for more than one category of Fellowship for different Regional and Sub-Regional Centres/Head Office should apply on separate application form within the stipulated period.

6. **Training/Deployment**

Junior/Senior fellows will be inducted in Survey's Plan Projects or any other project approved by the Director/Head of the Department along with researchers of this Survey. To acquaint newly selected fellows with the nature of research work undertaken by the Survey, the fellows will be given three months training by a faculty comprising experts from Survey/other Institute if required, under School of Anthropology Programme. A portion of data collected by Junior/Senior fellows may be utilized for his/her Ph.D. degree. When a fellow registered for Ph.D. degree, either of the guides or co-guide will be from this Survey.

7. **Date and Publication :**

All the basic data collected by a fellow and the report prepared by him/her shall be the property of the Survey. The Survey has the first right to publish the report. The basic data should be deposited to the Survey before the expiry of Fellowship.

8. **Facilities :**

(a) The Research fellows will be provided with all infrastructure facilities available in the Survey to facilitate the research work.

(b) **Leave :**

Thirty (30) days' leave in a year is admissible to a fellow which can be granted by Head of Office. This leave can be suffixed, prefixed and infix with holidays. Three months medical leave without stipend may be granted in exceptional cases and this leave shall be granted by the Director/Head of the Department on the recommendation of Head of Office of the Regional/Sub-Regional Centres and Officer-in-Charge, Fellowship Programme in case of Head of Office. **The women awardees will be eligible for maternity leave at full rate for a period not exceeding 180 days once during the tenure of their fellowship. However, fellowship amount for leave period will be paid after the concerned fellow resumes duty and submit a medical certificate in support of actual confinement.**

(c) **For pursue of the Ph.D , duration of course period may be permitted as per UGC norms.**

9. Condition of award :

- (a) The fellows will be attached to the Anthropological Survey of India including its Regional/Sub-Regional Centres and Field Station.
- (b) The fellows except Visiting fellows will be full time researchers and devote full time to their research on projects approved by the Director/Head of the Department, Anthropological Survey of India and shall not receive any remuneration from any other source(s). In special circumstances, the fellows may be permitted to attend seminar, symposium, conference, training etc. with the permission of the Director/Head of the Department, Anthropological Survey of India.
- (c) The final report should be submitted at least one month before the expiry of 3 years tenure. However, if extension of one year is requested, then report should be submitted at least three months before the expiry of three years period.
- (d) If it appears at any time to the Director/Head of the Department that the progress of research or conduct of a fellow is not satisfactory, his/her Fellowship may be terminated by the Director/Head of the Department by giving one month's notice.
- (e) The acceptance of Fellowship by the Research Fellows should be communicated to the Head of Office, Regional/Sub-Regional Centres/Director, Anthropological Survey of India, Kolkata within the specified date. If the joining report and the surety bond duly executed on the form attached to those rules are not received within the specified period without any valid reason, the offer shall be withdrawn immediately.
- (f) A fellow is to submit an indemnity bond at the time of joining.
- (g) In case of Visiting fellows, persons holding permanent positions are encouraged to join Survey on the terms at least 6 months stay in Survey in a year.



**10. Composition of the Selection Committee**

The composition of selection committee may be as follows :

**A. Visiting Fellowship**

1. Director/Head of the Department : Chairman
2. Joint Director/Senior officer deputed by  
the Director/Head of the Department : Member
3. An Officer of the Ministry of Culture : Member
4. One Expert – Eminent Scholar of  
Anthropology/Allied Disciplines of the  
University Department or Institution : Member
5. O.I.C.,PMI(FP) : Member-Secretary

**B. Post-Doctoral/Senior/Junior Fellowship**

1. Director/Head of the Department : Chairman
2. Joint Director/Senior member deputed  
by the Director/Head of the Department : Member
3. An Officer of the Ministry of Culture : Member
4. Two Experts – Eminent Scholars from Deptt. of  
Anthropology/Allied Disciplines/Institutions : Member
5. Heads of Offices of respective Regional/  
Sub-Regional Centres : Member
6. O.I.C.,PMI(FP) : Member-Secretary

**Note :** TA DA and honorarium to the expert(s) may be regulated in accordance with MoC's order No.25-7/1998-CDN/S&F dated 9<sup>th</sup> July 1999 modified from time to time.

The Fellowship shall be awarded on the basis of merit on the recommendation of the Selection Committee. The recommendations of the Selection Committee shall be forwarded to the Head of the Department in a self-contained note for approval and necessary orders. The decision of the Director/Head of the Department, Anthropological Survey of India in awarding the Fellowship is final.

11. Fellowship Programme including stipend and contingency will be reviewed every three years.