

TERMS AND CONDITIONS GOVERNING THE PROJECT APPOINTMENTS

1. **APPOINTMENT:** All appointments shall be on contract of one year or less if the project is terminated earlier. The appointment is against the temporary project post and will not continue in any circumstances beyond the duration of the said project. Any subsequent contract in the project or another project will be fresh appointment. The appointment in the outside funded project does not give project staff any claim whatsoever for appointment/regularization against any Institute post.
2. **PAY AND ALLOWANCES:** Consolidated salary offered for the project post include: Basic pay, DA, HRA, PF benefits and Insurances premium to cover against medical and hospitalization for self and dependent family members and accident insurance for self. Further, the candidate is required to deposit one month's salary as security (in a maximum of two installments within two months) in cash counter with intimation to IRD Accounts.
3. **DUTY AND INTELLECTUAL PROPERTY RIGHTS:** (i) Staff appointed in a project will be required to work under the Project Investigator of the project. (ii) The outcome of any research under the project is the property of the project and is bound by the prevailing IPR Policy of the Institute and sponsors of the project. Any result can only be published with prior written approval of the Project Investigator with due acknowledgement of the sponsors of the project. (iii) On leaving the service, all document relating to the project are required to be returned to the Project Investigator.
4. **LEAVE:** Project staff will be entitled to maximum of 30 days of leave in a year (i.e. @ two and half leave per month). No leave encashment or carry forward is permissible on the termination of the contract or renewal of the contract.
5. **ATTENDANCE:** Marking of attendance in the morning and in the evening as per the system exists in the Department/Centre for Institute regular employees is to be followed.
6. **TERMINATION OF SERVICE:** During the period of project appointment in the Research Project services of project staff are liable to be terminated with one month's notice or payment of one month salary in lieu thereof. Likewise project staff too can resign by giving one month notice or salary in lieu of the notice period.
7. **OTHER CONDITIONS:** (a) No plural marriage can be contracted without the permission of the Competent Authority. In case the project staff has more than one spouse living, the fact should be intimated before joining new appointment. (b) Every employee of the project is deemed to have taken an oath of allegiance to Indi. The oath may also be administered to new appointee by the project investigator at the time of joining the project post.
8. **RESIDENTIAL ACCOMMODATION:** The IRD Unit has limited residential accommodation available at present in the campus for its project staff, which is allotted on the basis of entitlement and seniority and for which the project staff pays fixed rent as per IRD rules.
9. **MEDICAL FACILITY:** All project staff are required to take insurance to cover medical treatment for self and family members and accident insurance for self. This insurance cover must be maintained by the candidates during the entire period of employment under the project, failing which salary will not be released.
10. **CHARACTER CERTIFICATE:** At the time of joining the candidate will be required to produce a character certificate from a Class-1 Officer on the prescribed form.
11. **TRAVELLING ALLOWANCE:** No TA is admissible for joining the post or on leaving the service.
12. **MEDICAL EXAMINATION:** Before joining, project staff is required to undergo medical examination at IIT Delhi Hospital and produce a Medical Certificate from the Medical Officer/CMO about the present sound health and physical fitness in prescribed Form.

I _____ accept the offer of Project Appointment to the project post of
_____ as per the terms and conditions stated above.

Place : _____

Signature : _____