

CSIR-NATIONAL METALLURGICAL LABORATORY

Burma Mines, Jamshedpur

No.8-NML(7)/2012-EI

Date: 22.9.2022

OFFICE MEMORANDUM

Sub: CSIR guidelines for Ethics in Research and in Governance-constitution of Scientific Investigation Board.

With reference to CSIR O.M.No.30/GB/2019-MD dated 28.02.2020 and subsequent communication from CSIR Hq., the Director, CSIR-NML is pleased to constitute a Scientific Investigation Board (SIB) for CSIR-NML consisting of the following members:

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| 1. Dr.Arvind Sinha, Chief Scientist & Advisor(M) (ex-Officio) | Chairman |
| 2. Dr.Mita Tarafdar, Chief Scientist & Head, KRIT (ex-officio) | Member |
| 3. Dr.S.K.Pal, Chief Scientist & Head, RPBD (ex-Officio) | Member |
| 4. External Expert (to be appointed by
Director, CSIR-NML on case to case basis) | Member |
| 5. Dr.V. Rajnikanth, Pr. Scientist | Member |
| 6. Ms. Rupa Das Biswas, Sr.Tech. Officer(II) | Member |
| 7. Mr. N.S. Randhawa, Sr.Tech. Officer (II) | Member |

The following SOP is suggested for dealing with alleged cases of Scientific Misconduct:

- i. Complaint/information can be entertained from 'identified' individual. Anonymous complaints are not to be entertained.
- ii. The scientific misconduct is to be investigated by the Scientific Investigation Board (SIB).
- iii. The Scientific Investigation Board (SIB) will be responsible for investigating the matter, fact finding and recommending the punitive action (taking input/response of the accused, if needed).
- iv. The SIB will do due diligence including interaction with the concerned scientific staff, examine the records and suggest the suitable punitive action commensurate with the offence done as per the Table-1 in the attachment
- v. Based on the above, SIB will submit the report to the Director and/or DG, CSIR as the case may be for consideration and appropriate action.
- vi. In case of minor, moderate and major penalties (except those covered in vii below), the same will be imposed on the accused directly by the Director for the laboratory and DG, CSIR for the Hqs.
- vii. The cases of major and severe transgressions involving penalties such as Deferred promotion/ Deferred increments/ Reduction to lower stage/ Compulsory retirement / Removal from Service, will be dealt as per the established administrative process (as per the rules and regulations adopted by the CSIR) by administration with the approval of the competent authority.

vii. Appellate Authority for Grievance Redressal: The report of the SIB would be shared with the accused while implementing the punitive action. DG, CSIR will be the Appellate Authority for reviewing the punitive action recommended by SIB and implemented by the competent authority.

The accused shall have the right to appeal, within 60, days against the recommendation of the SIB (and the punishment/ decision based on the same by competent authority), to the Director General, CSIR, for Grievance Redressal. The appeal should be based on merits, clearly bringing out facts and with supporting evidences which were not taken into consideration by SIB. DG, CSIR may in turn, based on the merits of appeal, refer the matter to an Ombudsman of concerned subject group for recommendation. The decision of DG, CSIR on the recommendation of the Ombudsman shall be final and binding on all sides.

For guidelines , the Committee may refer to CSIR O.M. No. No.30/GB/2019-MD dated 28.02.2020 forwarding therewith CSIR guidelines for Ethics in Research and in Governance.


(S. Banerjee)

Administrative Officer

To
All the members as above

Copy to:

1. Dr.V. Bisht, Sr. Pr. Sct., IMD, CSIR, Anusandhan Bhavan, New Delhi-110001
2. Director's Secretariat, CSIR-NML
3. Head, IT for circulation through Intranet
4. Admn. Secretariat
5. Office copy