

BIRBAL SAHNI INSTITUTE OF PALAEOSCIENCES
53, UNIVERSITY ROAD, LUCKNOW-- 226 007, INDIA

PROFORMA FOR SCIENTIFIC STAFF OF GROUP IV FOR SUBMISSION OF RESUME
AND WORK CARRIED OUT BY HIM/ HER FOR CONSIDERATION OF HIS/HER
CASE FOR ASSESSMENT FOR PROMOTION TO THE NEXT HIGER GRADE IN
GROUP IV

(This Proforma should be strictly followed)

1. Name (in Block Letters) :

2. Date & Place of Birth :

3. Present Post

a) Designation :

b) Project/Section/Unit :

c) Date of appointment/
assessment promotion to
the present post :

d) Present Pay :

4. Academic/Technical Qualifications from Matriculation onwards :

Year	Examination passed	Name of Board/ University	Name of Institution where studied	Class/ Division	Subjects

**5. Details of Technical/Professional/Other Employment before joining the
Institute :**

Name of the Organisation	Post held	Scale of Pay	Date		Nature of Duties
			From	To	

6. Details of career in the Institute :

Post held	Scale of Pay	Date		Nature of Duties
		From	To	

7. Type of work engaged in and extent of involvement since last appointment/assessment promotion :

- a) Planning and co-ordination : NIL
- b) Design & Development : NIL
- c) Testing, evaluation & calibration : NIL
- d) Operation and Maintenance of sophisticated equipment or facilities :
- e) Experimental work :
- f) Workshop services :
- g) Electronic Data Processing :
- h) Other Technical Support services (Give details):

8. Details of technical work carried-out and major achievements, if any, since last appointment/assessment promotion in the Institute, which in candidate's view justifies his/her assessment promotion to the next higher grade :

f) Popular Scientific Articles/Reports (Please mention Co-author (s), if any, title, name of the magazine/periodical, year and page numbers) :

ii) Since last appointment/assessment promotion in the Institute: NA

g) Book Reviews (Please mention Co-author (s), if any, title, name of the book reviewed, name of the journal, volume, year and page numbers) :

ii) Since last appointment/assessment promotion in the Institute: NA

h) Papers presented in National/International Conferences/ Seminars/ Symposia,

ii) Since last appointment/assessment promotion in the Institute:

13. Citation of research work since last appointment / assessment promotion in the Institute (Please mention names of the scientists who have cited your publication (s) along with all relevant details) :

14. Training undertaken /short term or refresher course since last appointment/assessment promotion in the Institute:

NA

15. Lectures/Seminars delivered or Training imparted since last appointment/assessment promotion in the Institute:

Title Date Organisation where Lecture/Seminar delivered or
Training imparted (with the name (s) of trainee (s))

NA

16. Thesis supervised:

Degree Name of Name of Title of Year Co-supervisor
 student University Thesis completed if any

NA

17. Sponsored projects completed/in progress since last appointment/assessment promotion in the Institute :

Project Title	Whether Completed or not	Duration	Amount of grant	Sponsoring	Co-investigator if any
NA					

18. Review/Research/Design/Feasibility Reports prepared since last appointment/assessment promotion in the Institute :

Title	No. of pages	Agency for which prepared	Co-author, if any
NA			

19. Consultancy/Contract Research/Contract Training Services rendered since last appointment/assessment promotion in the Institute :

Name of client	Type of service rendered	Period	Amount paid by the Client to the Institute
NA			

20. Conferences/ Symposia/ Seminars/Workshops attended since last appointment /assessment promotion in the Institute:

Conferences/Symposia/ Seminars/Workshops	Duration	Venue
Abroad: NA		

21. Visits abroad, if any for availing Scholarship/Fellowship/Training or under any Exchange Programme since last appointment/assessment promotion in the Institute :

Name of Scholarship/Fellowship/Training/Exchange Programme	Laboratories/ Countries visited	Duration
NA		

22. Examinerships, Memberships of Selection/Assessment Committees and other expertise, etc. render to other origination since last appointment/assessment promotion in the Institute

NA

23. Memberships/Fellowships of scientific/ professional bodies/ societies/ academies:

Scientific/professional Membership/ Body/society/academy	Year of admission as Member/Fellow	whether Fellowship is continue	the
The Palaeobotanical Society Lucknow	1981 as Life Member	Continuing	

24. Prizes/Honours/Medals/Awards/Distinctions, if any, received in recognition of the research work:

Prizes/Honours/Medals/Awards/Distinctions appointment/assessment promotion in the Institute	Up to the last
NA	

25. Involvement in the administrative/organizational activities of the Institute since last appointment/assessment promotion in the Institute:

26. Any other information which is relevant for considering the candidate's case for assessment promotion:

Date-

Signature of Candidate