

ASSIGNMENTS

1. Apart from the research pursued by the IPDF, **services of the postdoctoral Fellow will be utilized by the concerned Department/Centre up to 8 hours** per week for academic assistance in the departmental work including teaching assistantship, handling of tutorials and laboratory work.
2. The IPDFs will be eligible to serve as co-guide for B.Tech/B. Des/M.Sc./MA and M.Tech/M. Des/M.S (R) projects along with the mentor with the approval of the concerned DUPC/DPPC/CPPC and Dean of academic affairs.

BENEFITS

3. The IPDFs are eligible for the following:

Fellowship Amount:

- (a) For an IPDF who has submitted PhD degree certificate: Between Rs.40,000 - 50,000 consolidated pay (depending upon the experience and qualification)
- (b) For an IPDF who has not submitted PhD degree certificate: Rs.35,000 consolidated pay.
- (c) An annual increment of Rs.5000/- is granted based on the satisfactory performance as per the assessment report of the PAC subject to the following conditions:
 - After the increment the consolidated pay is to be less than or equal to Rs.50,000/-
 - After the increment, if the consolidated pay amount exceeds Rs.50,000/-, then the consolidated pay will be fixed as Rs.50,000/- and it will remain same further.

4. **Contingency Grant:**Contingency grant for IPDFs will be provided as below:

1st and 2nd Year of the PDF programme : Rs.50,000/- [Lapsable]

3rd Year of the PDF programme [if extension is granted] : Rs.50,000/- [Lapsable]

- **Ordinary Leave:** An IPDF is entitled for a maximum of 30 days of ordinary leave with fellowship in a year and it can be availed on a pro-rata basis of 2.5 days per completed one month of service. The IPDF will have to apply through the mentor to concerned HoD/HAC for approval of leave. Maximum number of carried-over of un-availed ordinary leave, from one completed year to next year, shall be 15 (Fifteen) days.
- **Special Casual Leave:** Subject to recommendations of the mentor and the concerned HoD/HAC and approval by DoRD, IPDFs will be entitled for 15 (Fifteen) days of special casual Leave per every completed PDF year, for participating in national/international conference(s)/workshops. Un-availed special casual leave shall not be carried over for next year.
- **Maternity/Paternity Leave:** Married IPDF is eligible for 120 days of maternity leave or 15 days of paternity leave as applicable only once during the entire duration of IPDF position.
- **Permission to participate in National/International Conference with academic leave:** Subject to availability of money in the allocated contingency grant for the IPDF and academic

leave, as well as recommendations of the mentor and the concerned HoD/HAC and approval of the DoRD, an IPDF will be able to participate in National/International Conference.

- **Accommodation:** Subject to availability if requested suitable Hostel / Campus accommodation as per IIT norms will be provided. If they are not provided accommodation within the campus, they will be provided House Rent Allowance (HRA) as per the prevailing Institute approved HA rate.
- **Medical benefits:** The IPDF will have OPD facility of IIT Guwahati Dispensary only. His/her spouse and two children will also have access to OPD facility of IIT Guwahati Dispensary only.

TERMINATION

5. A Post-Doctoral Fellow shall be able to withdraw from the programme (a) with prior approval of the mentor and the chairperson of the concerned PAC and (b) by giving 1(one) month notice to DoRD through the concerned HoD/HAC.

Similarly, the Institute may also terminate an IPDF if his/her performance/conduct is found to be unsatisfactory, by giving 1(One) month's notice.