



राष्ट्रीय ध्रुवीय एवं समुद्री अनुसंधान केन्द्र

पृथ्वी प्रणाली विज्ञान संगठन

पृथ्वी विज्ञान मंत्रालय (भारत सरकार)

हेडलैण्ड सडा, वास्को-डा-गामा, गोवा-४०३ ८०४, भारत



NATIONAL CENTRE FOR POLAR AND OCEAN RESEARCH

Earth System Science Organisation

Ministry of Earth Sciences, (Government of India)

Headland Sada, Vasco-da-Gama, Goa - 403 804, INDIA

No. HRA-11020(12)/11/2021-ADMIN-NCPOR

दिनांक /Date: 15.12.2021

To,

Ms. Yuga Venkatesh Ghotge

H. No. 696, Pethechawada,

Korgao Pernem Goa-403512

Email Id: yugaghotge@gmail.com

Sub: Offer of position of Junior Research Fellow –DBT Project on temporary contract basis at NCPOR-Reg.

Dear Candidate,

With reference to this office advertisement No. NCPOR/18/2021^{and} on the basis of your performance during walk-in-interview held on 13th December, 2021 at NCPOR, Goa, the undersigned is directed to inform you that the Director, NCPOR is pleased to offer you the position of Junior Research Fellow, under the scientific project 'Bioprospecting of marine microbial diversity for various products under the Marine Bioresource and Biotechnology Network programme-DBT Project' on the consolidated emoluments of Rs. 31000/- + HRA per month as applicable (subject to DST guidelines) on temporary Contract basis in NCPOR for a period of three years from the date of joining, under the following terms and conditions:-

1. It is not an offer of appointment in NCPOR, temporary or otherwise, it would, therefore not confer any right/claim, implicit or explicit, for your consideration for regularization /absorption OR any claim for permanent employment etc against any post of NCPOR, at any time.

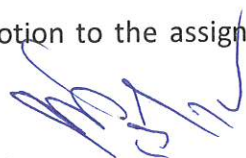
2. (a) This position will be initially for a period of **one year** from the date of joining. This contract appointment may be terminated at any time by one month's notice given by either side namely the employee or the employer without assigning any reasons. The appointing authority, however, reserves the right of terminating your services on or before the expiry of the stipulated period of the notice by making payment to you of a sum equivalent to the pay for the shortfall period of notice or the unexpired portion thereof. However, there will not be any concerned/responsibility/liability, what so ever of NCPOR on or after completion/termination of the said tenure.

(b) During this appointment you are liable to serve in any part of India for your official duties.

(c) Any extension of tenure will be based on your performance and review thereof from time to time.

3. You will not hold any office of profit outside the Society without express permission in writing of the Competent Authority. This also includes an agency of Insurance Company or any financial institution.

4. If you claim to belong to Scheduled Caste or Scheduled Tribe or Other Backward Classes (Non Creamy Layer), you have to produce a certificate issued in the prescribed form by the competent authorities mentioned therein. You should note that your appointment will be subject to verification of the caste/ tribe certificate through proper channel and that if the claim is found to be false, the services will be terminated forthwith without assigning any reason and without prejudice to such further action that may be taken as per extant law. You should also intimate the change, if any, of your religion, after appointment, immediately to the Appointing/ Administrative Authorities concerned.
5. You will not disclose any confidential information relating to the Society to any unauthorized person, firm or company whatsoever, either during the currency of your employment with this Society or after its termination.
6. You are also liable to be transferred from one Branch/ Unit/ Office of the organization to another Branch/ Unit/ Office and on such transfer you will be governed by working hours and other service terms and conditions as applicable to that Branch/ Unit/ Office of NCPOR.
7. You will diligently and faithfully carry out instructions given to you by your Officer/ Supervisor/guide in connection with your work to the best of your skill and ability.
8. You will not apply for any post outside during tenure at NCPOR, without the prior approval of the Director, NCPOR.
9. Your continuance in employment under this offer of appointment is subject to your remaining medically fit to discharge your duties. At any time while in the Society's employment, you may be required to appear for medical examination before a Medical Officer designated for the purpose and if you are found medically unfit, your services may be terminated.
10. The following enclosed forms are required to be submitted at the time of your joining, failing which you will not be allowed to join.
 - a. One set of attested copies of all certificate/testimonials, in support of date of birth, qualifications (from std Xth onwards) , caste, experience certificates (indicating the exact period of services rendered viz starting and ending dates of each period and each employment), Relieving order or discharge certificate from the Present Employer, if any and other details etc., which have been reflected by you in the original online application, are required to be brought at the time of your joining otherwise you will not be allowed to join the position. Original certificates should also be required for verification which will be returned to you on the same day after verification.
 - b. Declaration of Marital status in the form enclosed
 - c. Scheduled Caste/ Scheduled Tribe/ OBC (Non creamy layer), if any.
 - d. Relieving order or discharge certificate from the present employer, if any.
11. If any declaration and/ or information given or furnished by you is found to be false or if you are found to have willfully suppressed any material information, you will be liable to removal from the service of the Society and such other action as the Society may deem necessary at its discretion.
12. You have to display utmost integrity and devotion to the assigned work failing which your contract is liable for termination.



13. You will not be entitled to any travelling allowance either at the time of reporting to the Director, NCPOR or on completion/termination of the tenureship.

14. In case you are required to undertake any journey for the work, if required, on which you are engaged, you will be entitled for traveling allowance by the class as admissible under the rules and the daily allowance based on the existing rules, subject to Rules and Regulations of NCPOR, as applicable from time to time.

15. The Leave entitlement during the period of your service is as follows:

- (i) You will be eligible for Accrued Casual Leave for 30 days per annum (pro-rated @ 2.5 days per month of completed service),
- (ii) No other leave shall be admissible;
- (iii) Leaves shall not be carried forwarded beyond one year contract/shall lapse at the end of calendar year;
- (iv) On termination of the contract the staff shall not be entitled for encashment of any unavailed leave;
- (v) Maternity leave shall be governed by the Government of India provisions.

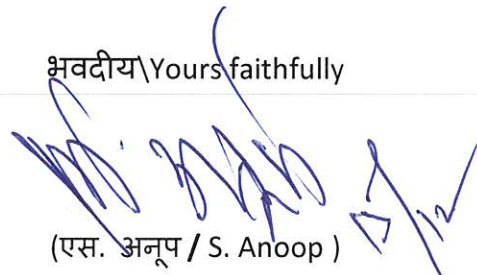
16. In case the indicated emoluments are revised and decreased/reduced you are liable to refund the excess amount paid thereof to NCPOR.

17. In case above terms and conditions are acceptable to you, please return one copy of this offer of appointment duly signed by you as a token of the **acceptance of the offer latest by 17.12.2021** and report for duty to Director, NCPOR as soon as possible but not **later than 15.01.2021** failing which the offer of appointment would stand automatically cancelled without making any reference to you.

18. The above appointment is subject to production of a medical certificate of fitness at the time of joining this post in the prescribed Form from a Medical Officer of a Government Hospital not lower than the rank of Civil Surgeon (Performa enclosed)

19. यह आदेश निदेशक, एनसीपीओआर के अनुमोदन पश्चात जारी किया गया है /This issues with the approval of Director, NCPOR.

भवदीय\Yours faithfully



(एस. अनूप / S. Anoop)

प्रशासनिक अधिकारी / Administrative Officer

Ph No. 0832-2525555

Email: sanoop@ncpor.res.in

संलग्नक: उपरोक्तानुसार

Encl: As Above