



## PhD Cell

Ref.: Implementation Order No: PHD-01/PDF-2025/62

Date: May 26, 2025

**Subject: Implementation Order for the execution of 'Visvesvaraya PhD Scheme for Electronics and IT: Phase II' at Sant Longowal Institute of Engineering & Technology (SLIET), Longowal (Deemed to be University).**

1. The undersigned is directed to convey the approval of the Competent Authority for allotment of 1 Post Doctoral Fellowship (PDF) seat for implementation of '**Visvesvaraya PhD Scheme for Electronics and IT: Phase II**' at Sant Longowal Institute of Engineering & Technology (SLIET), Longowal (Deemed to be University) for **Academic Year 2025-26**.

2. The estimated budget outlay for 1 PDF awardee of your institution under Visvesvaraya PhD Scheme is Rs. 16,10,716/- (Rs. Sixteen Lakhs Ten Thousand Seven Hundred and Sixteen only) with a duration of 12 months. Details are in the Annexure (attached).

3. Before proceeding with the selection & enrollment of the PDF awardee on the allocated seat, the institution needs to accept the 'Terms and Conditions' including 'Standard Operating Procedure' (attached). The acceptance should be duly signed & stamped by the Head of the Institution (each page). Soft copies of the signed and stamped documents should be uploaded on the PhD Scheme portal and sent to phd-scheme@digitalindia.gov.in latest by the end of May 2025. The original documents need to be sent to the undersigned at the following address:-

**Sandeep Bansal, In-charge, PhD Cell, Room No. 2084, Electronics Niketan, 6, CGO Complex, Lodhi Road, New Delhi-110003.**

4. The selection & enrolment of PDF awardee, followed by their verification & other formalities as per the 'T&C' should be completed by Sep 2025 of the **Academic Year 2025-26**.

5. The PDF awardee, enrolled & verified by the institution, would be eligible to receive a monthly fellowship, which will be transferred directly to the bank accounts of the awardee. The institution will submit a monthly performance/progress report for each awardee enrolled under the scheme. In case of non-performance of any awardee, change in fellowship due to absence, drop-out etc., the institution shall intimate PhD Cell, DIC regarding the same immediately and would obtain the acknowledgment of the receipt of such intimation from PhD Cell. In case no such intimation is received, PhD Cell, DIC will continue to transfer the fellowship directly to the bank accounts of the PDF awardee, and recovery of the excess amount would be the responsibility of the institution. For more details, please refer to the Terms & Conditions (T&C) and Standard Operating Procedures (SOP) as attached.

6. The PhD Cell team would be interacting with the nodal officer of your institution for routine matters; however, in some cases, the intervention of the Head of the Institution would be required, for which the PhD Cell team will keep updating the institution through different channels e.g., phd-scheme@digitalindia.gov.in or telephonically.

*Sandeep Bansal*  
  
Sandeep Bansal  
(In-charge, PhD Cell, DIC)

To,  
Prof. Mani Kant Paswan  
Director

**Sant Longowal Institute of Engineering & Technology (SLIET), Longowal (Deemed to be University)**

Copy to,

1. Dr. Surinder Singh, Nodal Officer, Sant Longowal Institute of Engineering & Technology (SLIET), Longowal (Deemed to be University)
2. Shri Nand Kumarum, IAS, MD&CEO, Digital India Corporation
3. Shri K. P. Sivasdas, Director (Finance), Digital India Corporation

Annexure to the Implementation Order No.: PHD-01/PDF-2025/62 dated May 26, 2025

S. N.	Name of the Scheme/ Project	'Visvesvaraya PhD Scheme for Electronics and IT: Phase II at Sant Longowal Institute of Engineering & Technology (SLIET), Longowal (Deemed to be University)
1	Objective of the Scheme/Project	Successful completion of Post-Doctorate, by the PDF awardee enrolled against the PDF seat, as allotted in this Implementation Order, following the guidelines of the scheme and periodic directions from PhD Cell, Digital India Corporation, MeitY.
2	Area of Coverage	ESDM and IT/ ITES.
3	Name of Implementing Agency	<b>Sant Longowal Institute of Engineering &amp; Technology (SLIET), Longowal (Deemed to be University)</b>
4	Location/ Address	Sant Longowal Institute of Engineering & Technology (SLIET), Longowal (Deemed to be University), SLIET Road, Longowal, Sangrur, Punjab, Longowal - 148106
5	Number of Post Doctoral Fellowship (s) awards	1
6	Total Scheme/ Project Duration	12 months

**Total Scheme/ Project Outlay:**

S. N.	Budget Head	Amount in Rs.
1	Fellowship @ Rs. 1,08,393/- per month	13,00,716
2	PDF Contingency @ Rs. 1 Lakh per Year	1,00,000
3	A travel support up to Rs. 2.10 Lakhs is available, for which the prior approval needs to be obtained from PhD Cell	2,10,000
	<b>Total</b>	<b>16,10,716</b>

*Sandeep Kumar*

Visvesvaraya PhD Scheme  
Digital India Corporation  
In-Charge  
PhD, Cell  
Ministry of Electronics & IT

## Terms & Conditions for the Visvesvaraya PhD Scheme – Post Doctoral Fellowship (PDF).

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The host institution (where the PDF seats are allotted and candidates are enrolled), must ensure timely selection of the awardees (within the timelines as specified by PhD Cell) against the allotted seats, following the scheme guidelines and their timely reporting to the PhD Cell, Digital India Corporation (DIC), MeitY for registration under the scheme.

Awardees not registered under the scheme will not be eligible for support

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### 1. Eligibility and Duration

- 1.1 The PDF is awarded to researchers with a proven academic record, including peer-reviewed publications and recognitions.
- 1.2 It is a full-time, non-transferable, temporary position tenable in India only.
- 1.3 The fellowship is valid for **1 year**.
- 1.4 The PDF applicant should be an Indian citizen.
- 1.5 PDF applicants currently in regular employment will not be considered. However, scientists or researchers with temporary positions in academia or research institutions would be considered, but they would be required to relinquish their current roles if selected for the fellowship.
- 1.6 The PDF applicant must have obtained a PhD degree from a recognized University with first class (in terms of grades, etc.) in all preceding levels and a good academic record throughout.
- 1.7 The eligible participating institution must ensure that the PDF applicant should have completed PhD within the past 5 years on the last date of submission of application to the institution.
- 1.8 PDF applicants should not have completed their PhD at the same institution (host institution) where the PDF fellowship is to be awarded.
- 1.9 The upper age limit for the fellowship is 40 years on the date of submission of application to the eligible participating institution (host institution).
- 1.10 A suitable Mentor/Guide, under whom the proposed research would be carried out, must be identified by the institution.
- 1.11 Mentor/Guide of PDF fellow must hold a regular academic/research position in a recognized institution in India. He/she should hold a Ph.D. degree in Science or Engineering.
- 1.12 The research proposal of the PDF applicant, to be submitted to the institution, should define clear objectives, outcomes and deliverables against the award.
- 1.13 Preference would be given to the PDF applicants who have active industry linkages and their research proposal is directed towards industry specific problems.

### 2. Responsibilities of the PDF Awardee

- 2.1 In addition to own research work, the awardees need to participate in activities under the Visvesvaraya PhD Scheme as assigned by PhD Cell such as:
  - o Evaluation of research work of PhD Candidates
  - o Mentoring of PhD candidates
  - o Participation in collaborative research under the scheme
  - o Participation in workshops and events
  - o Other assignments by PhD Cell

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- 2.2 Provide **research proposals** including specific timelines, deliverables, etc. and **monthly progress reports**.
- 2.3 Report significant achievements during the tenure
- 2.4 Promptly follow the directions of PhD Cell
- 2.5 Acknowledge the scheme at all significant forums including publications/ achievements/recognitions etc. using the following template:
- “This publication/achievement/recognition is an outcome of the R&D work undertaken during the tenure of PDF award under the Visvesvaraya PhD Scheme, being implemented by PhD Cell, Digital India Corporation, MeitY.”*
- 2.6 Inform the PhD Cell **at least one month in advance** for any **long-term leave** (e.g., study leave, sabbatical, etc.).
- 2.7 Must **not receive any other fellowship** during the award period.
- 2.8 If any awardee wishes to discontinue the fellowship, the institution should inform PhD Cell, DIC; MeitY immediately. One month’s notice is to be given by the institution before the date of discontinuation.

### 3. Financial Support

- Fellowship: ₹1,08,393/month
- Contingency Grant: ₹1,00,000/year (disbursed on a **pro-rata** basis, e.g. ₹25,000/quarter)
- Contingency Grant usage is restricted to:
  - Minor equipment
  - Consumables
  - Research-related items
- No provision for hiring research staff.
- The institution must:
  - Provide administrative/infrastructural support.
  - Intimate PhD Cell, DIC through email about non-performance, non-compliance with the schemes guidelines, absence, leaves, etc. or other reasons, affecting the fellowship amount or resulting in fellowship stoppage of any PDF awardee at any point of time.
  - Secure receipts of such intimation by PhD Cell, DIC well in advance as the fellowship would be released by PhD Cell DIC, as soon as possible, once the fellowship becomes due. In absence of such intimation, PhD Cell, DIC will continue to transfer the fellowship directly to the PDF awardee every month of a financial year.
  - If due to non-intimation or late intimation by the respective institute, the fellowship is released to the PDF awardee by PhD Cell, DIC then it will be the responsibility of the institute to recover that amount paid to the awardee in excess & beyond eligibility. PhD Cell, DIC in its sole discretion may decide to recover it from the amount due to be paid to the institute under other budget heads of the scheme.
  - Close the accounts, in the event of drop out or tenure completion, with all required formalities including submission of Utilization Certificates (UCs), Statement of Accounts (SoA), completion report and other required documents.

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- Return unspent balances with interest, if any.

#### 4. Review and Monitoring

Performance will be periodically reviewed by the PhD Cell via:

- Reports
- Expert visits
- Workshops and interactions
- Any other methods as deemed appropriate by the PhD Cell

#### 5. Discontinuation and Termination

- 5.1 If any fellow wishes to discontinue the fellowship, the institution should inform PhD Cell, DIC; MeitY immediately. One month's notice is to be given by the institution before the date of discontinuation.
- 5.2 The implementing institution (host institution) should not incur any expenditure under the award from the date of termination of the award/project or the date of resignation of the fellow. The institution will be responsible for the submission of work report and other requisite documents.
- 5.3 In case the post-doctoral fellow undertakes any full/part-time assignment, his/her PDF award under the scheme would be discontinued.
- 5.4 PhD Cell, DIC; MeitY reserves the right to hold/ stop/ discontinue the fellowship at any stage, if
  - Appropriate progress is not being made.
  - The grant is not being utilized properly.
  - Reports/responses/details etc. are not submitted timely and in the prescribed format or directions of PhD Cell are not followed.
  - Violation/ Non-compliance of guidelines.
  - Any other reason, which is deemed appropriate by PhD Cell, DIC, MeitY
- 5.5 In cases of dropouts or termination of PDF awards:
  - The institution must **cease further expenditure**
  - Close the accounts with all required formalities including submission of Utilization
  - Certificates (UCs), Statement of Accounts (SoA), completion report and other required documents.
  - Return unspent balances with interest, if any.

Note: There is **no provision to replace or transfer** an awardee.

#### 6. Acceptance and Declaration

- Email a **scanned signed copy** to: phd-scheme@digitalindia.gov.in
- Send the **original signed copy** to:

**Sh. Sandeep Bansal**  
 In-Charge, PhD Cell  
 Room No. 2084, Electronics Niketan  
 6, CGO Complex, Lodhi Road  
 New Delhi – 110003

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#### 7. Other Important Points:

- The institution may design/have its own application form for advertisement of PDF; however, the guidelines for PDF are to be followed.
- Just fulfilling the minimum eligibility criteria should not entitle a candidate to be selected.
- PhD Cell, DIC; MeitY may change the T&C at its discretion, if deemed necessary.

#### Declaration

We have read and agree to abide by these Terms & Conditions, including any updates.

Signature and Seal

Name of the Nodal Officer : Prof. Surinder Singh

Name of the Institution : Sant Longowal Institute of Engineering & Technology, Longowal

Date : 29.05.25

Signature and Seal

Name of the Head of the Institution: Prof. Mani Kant Paswan

Name of the Institution : Sant Longowal Institute of Engineering & Technology, Longowal

Date : 29.05.25

Signature and Seal of Nodal Officer	Signature and Seal of Head of the Institution
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## **Standard Operating Procedure (SOP) for Post Doctoral Fellowship (PDF) Awardee and Host Institution**

### **1. Onboarding and Reporting**

The host institution must ensure timely selection of the awardees (within the timelines as specified by PhD Cell) against the allotted seats, following the scheme guidelines and their timely reporting to the PhD Cell, Digital India Corporation (DIC), MeitY, for registration under the scheme.

- 1.1 Awardees not registered under the scheme will not be eligible for support.
- 1.2 The institution must notify the PhD Cell immediately about any dropouts or termination of PDF awardees.

### **2. Progress and Research Reporting**

During registration under the scheme, the awardees need to submit proposals including specific timelines, deliverables, etc. Subsequently, the PDF awardees must submit monthly progress reports in the format specified by the PhD Cell. They must also update the PhD Cell on any publications, patents, start-ups, or other outputs resulting from their research.

Institutions are required to ensure timely and accurate submission of these reports.

### **3. Financial Support**

- 3.1 The fellowship amount of ₹1,08,393/- per month will be transferred directly to the PDF awardee's bank account. Contingency Grant of ₹1.00 lakh per year will be calculated on a pro-rata basis (e.g. ₹0.25 lakh per quarter).
- 3.2 In case of non-performance, non-compliance with the scheme's guidelines, absence, leaves, etc. or other reasons, affecting the Fellowship amount or resulting into Fellowship stoppage of any PDF awardee at any point of time, the institution shall intimate PhD Cell, DIC regarding the same immediately through email to PhD Cell. The institution needs to secure receipts of such intimation by PhD Cell, DIC well in advance as the fellowship would be released by DIC, as soon as possible, once the fellowship becomes due.
- 3.3 In absence of such intimation, PhD Cell, DIC will continue to transfer the fellowship directly to the PDF awardee every month of a financial year.
- 3.4 If due to non-intimation or late intimation by the respective institute, the fellowship is released to the PDF awardee by PhD Cell, DIC then it will be the responsibility of the institute to recover that amount paid to the candidate in excess & beyond eligibility. PhD Cell, DIC in its sole discretion may decide to recover it from the amount due to be paid to the institute under other budget heads of the scheme.
- 3.5 The awardee must submit a detailed proposal with planned expenditure from Contingency budget head, in the prescribed format. Reimbursements may also be considered, subject to expenditure, per scheme guidelines. Expenditure beyond pro-rata eligibility will not be considered.

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3.6 The host institution must submit Utilization Certificates (UCs), Statement of Accounts (SoAs), and Statement of Expenditure (SoEs) along with requests for the next quarter's fund release. Unspent balances and interest, if any, must be refunded to the PhD Cell.

#### 4. Completion and Exit Formalities

Upon completion of the fellowship, the institution must submit a final completion report and all requisite documents. The format for the final report will be shared by the PhD Cell.

#### 5. Compliance and Termination

5.1 Both the institution and the PDF awardee are required to adhere to the scheme guidelines and instructions, issued periodically by the PhD Cell.

5.2 The PhD Cell reserves the right to hold, stop, or terminate support for the PDF award at any stage due to reasons including, but not limited to, inadequate progress, non-compliance with guidelines, or any other reason deemed appropriate.

#### 6. Acceptance and Declaration

- Email a **scanned signed copy** to: phd-scheme@digitalindia.gov.in
- Send the **original signed copy** to:

**Sh. Sandeep Bansal**

In-Charge, PhD Cell

Room No. 2084, Electronics Niketan

6, CGO Complex, Lodhi Road

New Delhi – 110003

#### Declaration

We have read and agree to abide by these SoPs, including any updates.

Signature and Seal

Name of the Nodal Officer : Prof. Surinder Singh

Name of the Institution : Sant Longowal Institute of Engineering & Technology, Longowal

Date : 29.05.25

Signature and Seal

Name of the Head of the Institution: Prof. Mani Kant Paswan

Name of the Institution : Sant Longowal Institute of Engineering & Technology, Longowal

Date : 29.05.25

Signature and Seal of Nodal Officer	Signature and Seal of Head of the Institution
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