

**CENTRAL SILK BOARD
MINISTRY OF TEXTILES: GOVT. OF INDIA
BENGALURU : 560 068**

FORMAT FOR SUBMISSION OF FINAL PROJECT REPORT

- 01. Institute Code** :
- 02. Name and Address of the
Research Institute** :
- 03. Project Code** :
- 04. Project Title** :
- 05. Total Project Cost (Rs. In lakhs)** :
- 06. Project Period** :
- a) Date of Start** :
- b) Date of Completion** :

07. Particulars of Investigators

Sl. No.	Investigators	Name	Designation	Time Spent (%)
1.	Principal Investigator			
2.	Co-investigator			
3.	Co-investigator			

- 08. Location of Research Project** :
- (with complete Address/ Division/
Section /Sub-station)

- 09. Objectives** :
- (whether objectives as envisaged are met or not)

Sl. No.	Objectives	Envisaged	Met or not with details in brief

10. Final report of the project (materials and methods used, results and discussion, objective wise achievements and conclusions)

11. Financial achievement (Rs. In lakh) :

#	Items	Total Allocation (Rs. In lakh)	Total Expenditure (Rs. In lakh)	Remarks
1.	Non-Recurring:			
2.	Recurring			
2.1	Manpower			
i.	JRF/ SRF/ RA			
ii.	Project Assistant			
iii.	Expert (Days)			
2.2	Consumables			
i.	Raw materials			
ii.	Chemicals			
iii.	Testing fee for sample at other Institutes			
iv.	Stationary library, workshop, trial, preparation of device manual etc,			
3.	Travel			
4.	Contingencies			
5.	Overhead charges (max of 10% of recurring expenditure. Applicable for externally funded and to Non-CSB collaborating Institute only)			
	Grand Total			

12. Cumulative output

i. Special attainments/ innovations

ii. No. of Publication (one copy each to be submitted if not already submitted):

- a. Research paper** :
- b. Popular article** :
- c. Reports** :
- d. Books/ Book chapters** :
- e. Extension Bulletin** :

iii. Intellectual Property Generation

(Patent- filed/obtained; Copyrights-filed/obtained; Designs-filed/obtained; Registration of details of variety/ germplasm/ accession if any)

- iv. Presentation in Workshop/ Seminars/ Symposia/ Conference**
(relevant to the project in which scientists have participated)
 - v. Details of technology to be developed for OST/OFT**
(Host Plant-based; Silkworm-based; Biological-biofertilizer, biopesticide, etc; IT based-database, software; any other – please specify)
 - vi. Trainings/ demonstrations imparted**
 - vii. Training undergone**
 - viii. Any other relevant information**
- 12. Efforts made for commercialization/ technology transfer, if any**
 - 13. How the output is proposed to be utilized?**
 - 14. How the output will help in knowledge creation**
 - 15. Expected benefits and economic impact (if any)**
 - 16. Details on the research data (registers and records) generated out of the project deposited with the Institute for future use**
 - 17. Comments of RC/ RAC and compliance**
 - 18. Comments of Principal Investigator:**
 - a. Need of additional Research :**
 - b. Plan of future work/ other identifiable problem:**

Certified that the project work has been carried out and financial expenditure incurred for executing the project are in accordance with the declaration certificate submitted at the time of submission of the project proposed and the sanction obtained from time to time there after as per revision made.

Signature of the Principal Investigator

Signature of Co-Investigator

13. Comments of Head of the Division

Signature of Head of the Division

14. Comments of Project Co-ordinator

Signature of Project Co-ordinator

15. Comments of PMCE Head

Signature of PMCE Head

16. Comments of Director/ Office in-charge

i. To what extend the objectives are achieved:

ii. Deviation noticed if any and comments:

a. **Physical** :

b. **Scientist** :

c. **Financial** :

d. **Equipment** :

iii. Salient Achievements:

iv. Overall observation:

Date :
Place :

**Signature of Director/ Officer
in-charge**

FORMAT FOR RESEARCH PERFORMANCE EVALUATION OF TEAM OF SCIENTISTS BY PRINCIPAL INVESTIGATOR

1. Name of the Institute:
2. Project Code & Title
3. Evaluation by PI on the contribution of the team of scientists in the project including self

#	Name of the scientist	Status in the project (PI/CI)	*Rating in the scale of 1 to 10
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>

CC-PI:
maximum

* 1 being minimum and 10 being

4. Name, Designation and Signature of PI

* Individual scientists participating in the project would be assessed for their performance through an appraisal system in a scale of 1 to 10 for each of the following Criteria:

#	Criteria	Marks
1.	Completion of the assigned work elements	40
2.	Quality of the work elements completed	10
3.	Authenticity/reliability of the data generated	10
4.	Enthusiasm and sincerity to work	10
5.	Relevance of inferences made	10
6.	Collaboration and co-operation while performing the work elements	10
7.	Amenability to scientific/academic/laboratory discipline	10
	Total Score	100

**FORMAT FOR EVALUATION OF RESEARCH PROJECT AFTER ITS
COMPLETION BY PRINCIPAL INVESTIGATOR**

1. Name of the Institute:
2. Project Code & Title
3. Evaluation of research project after its completion by PI

#	Criteria	Methodology	Marks (output)	Self Evaluation by PI
1.	Achievements against approved and stipulated objectives and outputs under the project	Qualitative and quantitative assessment of objectives and stipulated outputs under the project	60	
		a) Project Output Achieved vis-à-vis envisaged output	15	
		b) Fulfilment of set project objectives	05	
		c) Utilization of allocated budget	05	
		d) Extent to which proposed methodology, experimental designs, test procedures, analytical methods followed	05	
		e) Does the data justify the conclusions?	05	
		f) Innovativeness and creating of new knowledge	05	
		g) Additional outputs over those stipulated under the project	03	
		h) Creation of linkages for commercialization of technology developed under the project	05	
		i) Is scientific input commensurate to output (manpower, budget and time duration)?	03	
		j) Completion of project within the approved extended period (not for project time escalation beyond 6 months)	04	
		k) Submission of final report within one month after scheduled completion of the project	05	
2.	Publication/ awards	Assessment in respect of quality of Awards /Scientific recognitions received, if any	15	
		Research papers (NAAS rated/with impact factor) [<i>without NAAS rating & impact factor maximum marks limited to 5</i>]	07	
		Books/Book	03	
		Reports/Manuals;	01	
		Working and Concept Papers;	01	
		Chapters/Bulletins	01	
		Scientific recognitions/appreciation/awards	02	
3.	Additional	Facilities created in terms of laboratory,	05	

	facilities created	research set-up, instrumentation, etc. during the project.		
4.	Human Resource Development (Scientific and Technical)	Training in various aspects relevant to the project area and its utilization	05	
5.	Product/Process/Technology/IPR / commercial value of the technology developed	Details to be provided on	10	
		a) Product		
		b) Process		
		c) Technology		
		d) Information		
		e) IPR		
		f) Registration of the varieties/ breeds		
		g) Revenue generation		
6.	Quality of duly authenticated project documents available	Research Project Files, Register, Data (hardcopy and soft copy), Photographs, Reports etc.	05	
Total Marks			100	

Based on the requirements of different research Institutes and disciplines, RCS may modify the indicators, their weights and corresponding total scores.

4. Reason for non-achievement (< 50 %) (Maximum of 200 words)

5. Name, Designation and Signature of PI

CENTRAL SILK BOARD

Ministry of Textiles, Govt. of India

CHECKLIST FOR SUBMISSION OF FINAL REPORT (RMIS-10)

#	Particulars	Tick mark (✓/ X)			
1.	Whether name of the Institute with code indicated?	Yes		No	
2.	Whether project Code & Title indicated?	Yes		No	
3.	Whether any deviation in the project duration indicated?	Yes		No	
4.	Whether the details of midterm corrections (Objectives etc) if any, indicated?	Yes		No	
5.	Whether the details of the anticipated objectives/ milestones fulfilled under the study has been furnished along with the report?	Yes		No	
6.	Whether annual progress reports (RMIS-09) submitted/ attached?	Yes		No	
7.	Whether salient achievements under the project attached along with the report?	Yes		No	
8.	Whether the details of the publications made under the project furnished?	Yes		No	
9.	Whether the details of budget allocation and spent particulars indicated ?	Yes		No	
10.	Whether details of new equipments proposed and procured under the project furnished ?	Yes		No	
11.	Whether the Final report has been presented/ discussed in the RC/ RAC/ RCC?	Yes		No	
12.	Whether Action Taken Report on RC/ RAC/ RCC suggestions/ comments incorporated in the report ?	Yes		No	
13.	Outcome/ output and future course of action incorporated in final report ?	Yes		No	
14.	Whether any follow-up project is proposed ?	Yes		No	
15.	Whether details of Product/ Process/ Technology/ Information developed furnished?	Yes		No	
16.	Details of Patenting / Commercialization incorporated?	Yes		No	
17.	Whether signature of all investigators/ coordinators/ head of the divisions/ Director / office in-charge incorporated in the report ?	Yes		No	

Signature of Head of the Division with seal

Signature of Head of the PMCE Division with seal

Signatures of the Director/ In-charge with seal