



R&D AD-03

MINUTES OF THE MEETING OF SELECTION COMMITTEE

Minutes of the meeting of the Selection Committee held on _____ for making project appointment(s) to the post of _____ in the consolidated pay-slab of Rs. _____ under the sponsored research project/ individual consultancy titled“ _____ ” in operation under Dr./Prof. _____ (PI) of this Institute in response to the advertisement number _____ dated _____ and subsequent amendments made thereto.

The Selection Committee comprising the following members met on _____ for selection of staff under project as mentioned above.

1. _____ Chairperson
2. _____
3. _____
4. _____

Selection Committee noted the following advertised and short-listing criteria:

Advertised: _____

Shortlisting: _____

The following candidates attended the interview:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

(Please attached list, if many candidates appeared)

After interviewing the candidates (physically / through skype / telephonically or other modes) and assessing their suitability for the advertised posts, the committee recommends the following for project appointment(s):

S.No	Name	Post	Period	Starting Salary	HRA and Other Allowances

In case salary recommended is higher than the initial advertised slabs, justification for higher starting salary : _____.

Signatures of all the Members:

Chairperson