### Annual Work Report
#### Part A
**SELF ASSESSMENT BY THE OFFICER REPORTED UPON**

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<td>1.</td>
<td>Name   :</td>
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<td>2.</td>
<td>Designation   :</td>
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<td>3.</td>
<td>Area of S&amp;T Function   :</td>
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<td>4.</td>
<td>Brief Description of S&amp;T work function :</td>
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5. **S&T output indicators for assessment and measurement of work function (as appropriate to the officer)**

6. **Enumeration of major outputs from S&T Function**

7. **Innovation content of work done (about 100 words)**

8. **Major impact reported during the financial year (if any) for work done during previous three years.**

9. **Scientific and technological methodologies used in the work function**
10. Suggestions (if any) for work functions based on new or emerging scientific principles

11. New technologies if any introduced by the officer in work plan/ functions

12. Any other highlight of special S&T content in the work

13. One page summary of the scientific and technical elements in the work done during the financial year

14. Quantified S&T outputs as per the selected indicators (as annexed)

Signature of the officer reported upon
Part-B
ASSESSMENT BY THE REPORTING AUTHORITY

1. Accuracy of the S&T work report
   a. Generally accurate
   b. Modifications needed (please specify)

2. Scientific merit of the work done
   1-10% 10-33% 33-50% 50-75% Bottom 25%

3. Short summary of the innovative content of the work done

4. General assessment of the scientific work report (in brief)

5. Final grading
   1-10% 10-33% 33-50% 50-75% Bottom 25%

Signature of the Reporting Officer
Part-C
INTERNAL PEER GROUP REVIEW REPORT

1. Grading of the S&T content of work reported

2. Specific Innovation elements recognized
   a)
   b)
   c)

3. Relative Assessment of the work reported vis-à-vis Peers in the area
   Top 10% 10-33% 33-50% 50-75% Bottom 25%

4. Assessment of the work done during the residency period

5. Specific highlights of the S&T content of the work done

6. Overall grading of the S&T work report for the residency period
   Top 10% 10-33% 33-50% 50-75% Bottom 25%

Signatures of the Members of the Peer Group
1. Lectures delivered in universities/seminars/industry meets
   a. Enrolled
   b. Invited

2. Books edited or written

3. Research publications

4. State-of-the Art Reports prepared on the subject handled or otherwise

5. Annual reports prepared

6. Internal reports generated

7. New S&T areas/gaps identified for enlarging the scope of the existing schemes

8. New S&T identified and nurtured and S&T inputs added to ongoing schemes

9. Data bases prepared for scientific handling of the projects

10. Scientific and evidence-based initiatives taken to enlarge the infrastructure base of research and development across the country
11. Identification of New Areas for demonstration of technologies and follow-up

12. Project Monitoring Parameters evolved and deployed

13. Technology intelligence/ assessment report prepared for S&T

14. S&T inputs provided to inter-Ministerial discussions in various committees

15. Number of projects scientifically evaluated for closure during the year

16. Networked Programmes initiated (please give numbers and salient features of your contribution)
   a. Between lab to lab
   b. Lab and industry
   c. Bilateral
   d. Multilateral

17. Policies/ Bills prepared during the year

18. Awards/ Membership of Institutions/ Academies

19. Others (please specify)