

CRITERION-III
EVIDENCE(S), AS PER SOP

METRIC No. 3.4.1.	The institution ensures the implementation of its stated Code of Ethics for Research
<ul style="list-style-type: none">• Copy of syllabus of research methodology coursework• Constitution of the ethics committee• Constitution of research advisory committee• DRC regulation• Plagiarism guidelines	

SCHOOL OF STUDIES IN BIOTECHNOLOGY

**Pt. Ravishankar Shukla University
Raipur 492010, Chhattisgarh**



Syllabus

**Ph.D. Course Work in Biotechnology
(Program Code: 0410)**

**Session
2023-2024**

Wishan
18/01/23

Sanjay
18/01/23

Amurkar.
18/01/23

Ans
18/01/2023

Program Learning Outcomes for Ph.D. Course Work in Biotechnology

1. Students will be able to develop a vision for the biotechnology field and its scope in R&D activities.
2. Students will become familiar with IPR, biosafety regulations and standards, and bioethics before commencing the research work.
3. Develop ability to design, analyze, interpret and present the research work/ data.
4. Will be acquainted with sophisticated instruments and technique essential required for various experimentations during the research.
5. Will have technical skill to write research papers, reviews, research projects, thesis, *etc.*

School of Studies in Biotechnology
Syllabus for Ph.D. Course Work in Biotechnology (2023-24)
(Program Code: 0410)
One Semester

There will be two papers; each with 100 marks maximum.

Paper-I (Code: 041001): Research Methodology, Advanced Tools & Techniques, Quantitative Data Analyses and Computer Fundamentals

Paper-II (Code: 041002): Review of Literature & Seminar

Paper- I(Code: 041001): Research Methodology, Advanced Tools & Techniques, Quantitative Data Analyses and Computer Fundamentals		Maximum Marks
A	Research Methodology Essential steps in research: Identification, Selection of objectives, case studies and practical knowledge of research process. Research design: - Components, importance of literature collection, citation & indexing. IPR, Experimental error and control, Research Report Presentation-table, Figure, Formatting and typing	25.0
B	Advanced Tools/ Techniques& their Applications Electrophoresis, HPLC, Microscopy, PCR, Biosensors: Types, Application of biosensor, Biosafety cabinets; Protein sequencing, DNA sequencing, Radioisotope Techniques, Bioinformatics & Biological Databases.	25.0
C	Quantitative Data Analysis Measures of variability: Standard Deviation, Standard Error, Coefficient of Variation, Correlation and Regression, Test of Significant: t-test, chi-square test, Frequency distribution: Binomial and normal distribution, Statistical tools and techniques: MS Excel, SPSS.	25.0
D	Entrepreneurship, Biosafety& Bioethics Entrepreneurship in bio-business: Introduction and scope in Bio-entrepreneurship, MSME, DBT, BIRAC, Make In India. Biosafety - introduction; primary containment for biohazards; biosafety levels; principles of environmental risk assessment. Bioethics – Human, plants, microbes and animal experimentation, biopiracy.	25.0
Paper-II(Code: 041002): Review of Literature & Seminar		Maximum Marks
A	Review of Literature- Writing review of literature in the area of the proposed Ph.D. program	50.0
B	Seminar-Based on the review of literature	50.0

Note:

1. There will be FOUR units (A, B, C & D) of 25 marks each. The pattern will include both objective (multiple-choice questions) and subjective (short answer, using 50 to 100 words) questions.
2. The candidate should obtain 50% or more marks to qualify in the course work examination. Each answer paper will be assessed by two examiners independently.
3. Research and Publication Ethics: As per the UGC Notification [D.O. No.F.1-1/2018 (Journal/CARE), dated on December 2019]. This course (Annexure 01) will separately be taught and its examination will be conducted by the HRDC PRSU Raipur.

Annexure 01:

Syllabus THEORY

RPE 01: PHILOSOPHY AND ETHICS

1. Introduction to philosophy: definition, nature and scope, concept, branches
2. Ethics: definition, moral philosophy, nature of moral judgments and reactions

RPE 02: SCIENTIFIC CONDUCT

1. Ethics with respect to science and research
2. Intellectual honesty and research integrity
3. Scientific misconducts: Falsification, Fabrication and Plagiarism (FFP)
4. Redundant publications: duplicate and overlapping publications, salami slicing
5. Selective reporting and misrepresentation of data

RPE03: PUBLICATION ETHICS

1. Publication ethics: definition, introduction and importance
2. Best practices/standards setting initiatives and guidelines: COPE, WAME, etc.
3. Conflicts of interest
4. Publication misconduct: definition, concept, problems that lead to unethical behavior and vice versa, types
5. Violation of publication ethics, authorship and contributorship
6. Identification of publication misconduct, complaints and appeals
7. Predatory publishers and journals

PRACTICE

RPE 04: OPEN ACCESS PUBLISHING

1. Open access publications and initiatives
2. SHERPA/RoMEO online resource to check publisher copyright & self-archiving policies
3. Software tool to identify predatory publications developed by SPPU
4. Journal finder/journal suggestion tools viz. JANE, Elsevier Journal Finder, Springer Journal Suggester, etc.

RPE 05 : PUBLICAITON MISCONDUT

A. Group Discussions

1. Subject specific ethical issues, FFP, authorship
2. Conflicts of interest
3. Complaints and appeals: examples and fraud from India and abroad

B. Software tools (2 hrs.)

Use of plagiarism software like Turnitin, Urkund and other open source software tools

RPE 06: DATABASES AND RESEARCH METRICS

A. Databases

1. Indexing databases
2. Citation databases: Web of Science, Scopus, etc.

B. Research Metrics

1. Impact Factor of journal as per Journal Citation Report, SNIP, SJR, IPP, Cite Score
2. Metrics: h-index, g index, i10 index, altmetrics

Learning Outcomes:

1. Students will be able to think critically and creatively about the use of biotechnology to address local and global problems.
2. Able to write and present a technical report/document.
3. Will acquire mastery in the specific area of biotechnology and will be able to go for a collaborative and multidisciplinary research.
4. Will be able to apply gathered knowledge and management skills in managing research projects in efficient and economical manner and with intellectual integrity and ethics for sustainable development of society.

Employability/ Skill Development:

1. Will be capable to carry out research /investigation independently in specialized area of Biotechnology. Recognize the need of continuous learning, and will be prepared to create, select, learn and apply appropriate techniques, resources, and modern instrumentation to solve complex biotechnological issues with an understanding of the limitations.
2. Rigorous training on instrumentation, workshops, seminars, planning and execution of specific research leading to fruitful results, data analysis and interpretation, thesis and research paper writing, etc.

Pt. Ravishankar Shukla University, Raipur

School of Studies in Life Science

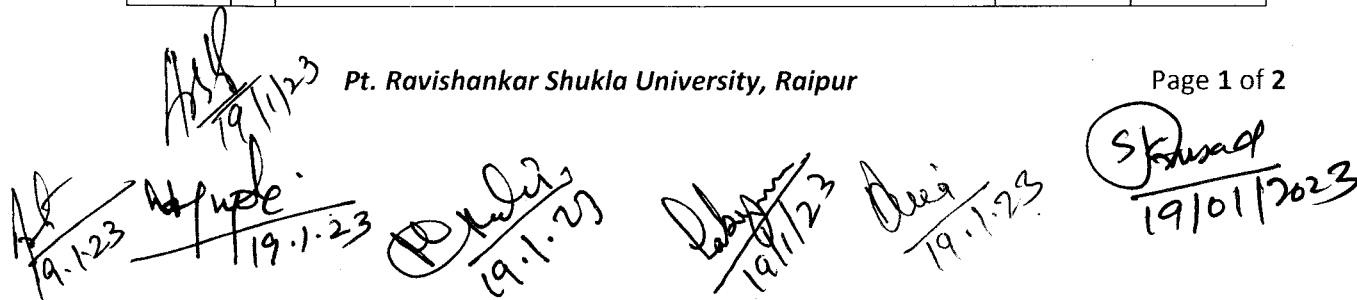
Syllabus for Ph.D. Course Work in Bioscience (2023-2024)

Program code-Ph.D. BS (0409)

One Semester

There are Two papers; each with 100 maximum marks. The candidate must obtain 50% or more marks in each paper independently to qualify in the course work. The answer papers will be assessed independently by two examiners.

No.	Name of paper	Lectures	Marks
Paper-I Course code- Ph.D. BS (0409 A)	Research Methodology, Advanced Tools & Techniques, Quantitative Data Analyses and Computer Fundamentals	--	100
A	Research Methodology:	24	
	Introduction and Scope	2L	
	Research problem: Identification, Selection, Formulation of research objectives		
	Research design: Components, Importance, Types	3L	
	Types of data, Data collection - Methods and Tools	2L	
	Research ethics, Institutional ethics committee	2L	
	Plagiarism – Pitfall, Regulation [UGC, ICMR, ICAR, DBT]	2L	
	Patents and IPR: Patent laws, process of patenting a research finding, Copy right, Cyber laws	3L	
	Bibliometrics: Measurement of academic output- Citation Index: Science Citation Index (SCI), h-index, i-10-index. Journal Impact Factor (JIF); Style of Bibliography, reference management tools, Project, research paper and review writing Literature search technique using SCOPUS, Google Scholar, PUBMED, Web of Science	10L	
B	Advanced Tools & Techniques: Principle, protocol and application	28	
	Histological, Histochemical, Cytochemical, Immunohistological and Immunohistochemical techniques	8L	
	Chromatography – GLC & HPLC, Electrophoresis	5L	
	DNA ladder, DNA methylation, Comet Assay	5L	
	PCR, Real time PCR, DNA microarray, DNA sequencing, Protein sequencing	5L	
	Biosensors: DNA Biosensor, Immunosensors, Biosensors techniques, Biosensor applications.	5L	
C	Quantitative Data Analyses	20	
	Hypothesis testing	2L	
	Normal and Binomial distributions and their property	3L	
	Tests of significance: Student <i>t</i> -test, <i>F</i> -test, <i>Chi-square</i> test	5L	
	Correlation and Regression	4L	
	ANOVA – One-way and Two-way, Multiple-range test	6L	



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Pt. Ravishankar Shukla University, Raipur

School of Studies in Life Science

	D	Computer Fundamentals	08	
		Introduction to MS-Office software: MS-Word (Track change)	2L	
		MS-Excel, Power Point	3L	
		Features for Statistical data analysis using computers and software, Microsoft Excel Data Analysis ToolPak, SPSS	3L	

Paper-II Course code- Ph.D. BS (0409 B)		Review of Literature & Seminar	--	100
	A	Review of Literature – Writing review of literature in the area of the proposed Ph.D. work		50
	B	Seminar – Based on the review of literature		50

Note: Research and Publication Ethics (2 credit course)-As per guidelines of Pt. Ravishankar Shukla University, Raipur (C.G)

Recommended Books:

AI Vogel	Analytical chemistry
Buranen L and Roy AM	Perspectives on Plagiarism and Intellectual Property in a Post-Modern World
Campbell RC	Statistics for biologists
Cassel P <i>et al.</i>	Inside Microsoft Office Professional
Chatwal and Chatwal	Instrumentation
Coleman P and Dyson P	Mastering Internets
CR Kothari	Research Methodology: Methods & techniques, 2008
Gilmore B	Plagiarism: Why it happens, How to prevent it?
Gralla P	How the Internet Works
Habraken J	Microsoft® Office 2003 All in One, Microsoft® Office 2010 In Depth
Kumar Anupa P	Cyber Law
R Panneerselvam	Research Methodology
Shelly GB, Vermaat ME, Cashman TJ	Microsoft® 2007: Introductory Concepts and Techniques
Snedecor GW & Cochran WG	Statistical Methods
Sokal RR & Rohlf FJ	Introduction to Biostatistics
Sood V	Cyber Law Simplified
Sumner M	Computers: Concepts & Uses
Upadhyaya and Upadhyaya	Instrumentation
Wardlaw AC	Practical Statistics for Experimental Biologists
White R	How Computers Work
Zar JH	Biostatistical Analysis

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Prady
19.1.23

SK
19/01/2023



Pt. Ravishankar Shukla University, Raipur

(CHHATTISGARH) INDIA

G.E. Road, Amanaka, Raipur (C.G.) Pin Code-492010

Website - www.prsu.ac.in, Email- prsuacademic@gmail.com

Tele. No.- 0771-2262802

No. 953/Acad./IEC/2023

Raipur, Date : 17/10/2023

NOTIFICATION

The Institutional Ethics Committee (IEC) for Human Research, Pt. Ravishankar Shukla University, is being constituted in accordance with the guidelines for preparing standard operation procedure (SOP). The names, position, and addresses of the members of the IEC are outlined below:

S. No.	Subject Expert	Discipline	Position	Address
1.	Dr. Arun Kedia (Clinician)	Cardiometabolism	Chairperson	Clinician Life Worth Super Speciality Hospital, Samta Colony, Raipur- 492001 kediaarun@yahoo.com 9826131347
2.	Prof. Preeti K. Suresh (Pharmacist)	Pharmaceutics	Member	Professor University Institute of Pharmacy, Pt. Ravishankar Shukla University Raipur-492010 suresh.preeti@gmail.com 9827938427
3.	Dr. Arvind Kumar Shukla (Statistician)	Statistician	Member	Assistant Professor Department of Community & Family Medicine, AIIMS, Tatibandh, G.E. Road, Raipur-492099 drarvindkshukla@aiimsraipur.edu.in , arvindshukla_vns@rediffmail.com 918650017371
4.	Dr. Preetam Narayan Wasnik (Clinician)	General Medicine	Member	Associate Professor Department of General Medicine, AIIMS, Tatibandh, G.E. Road, Raipur- 492099 pnwasnik@aiimsraipur.edu.in 919823706618
5.	Prof. CD Agashe (Basic Scientist)	Sports Psychology	Member	Professor SoS in Physical Education, Pt. Ravishankar Shukla University, Raipur-492010 cagash@yahoo.com 9425503534
6.	Prof. L.S. Gajpal (Social Scientist)	Rural Labour Migration	Member	Professor SoS in Sociology, Pt. Ravishankar Shukla University, Raipur-492010 gajpal14@gmail.com 9826197413
7.	Mr. J.C. Das (Lay Person from the community)	Senior Citizen	Member	MIG-76, Housing Board Tatibandh, Raipur-492099 jcdas18@yahoo.com 9826424060

17/10/23

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8.	Shri J. L. Gahare (Philosopher)	Philosophy of Religion	Member	Associate Professor Swami Vivekanand Memorial SoS in Comparative Religion, Philosophy & Yoga, Pt. Ravishankar Shukla University, Raipur-492010 gaharejagelal@yahoo.com 9301551999
9.	Dr. Alekh Sahu (Legal Expert)	Constitutional and Administrative Law	Member	Assistant Professor SoS in Law, Pt. Ravishankar Shukla University, Raipur-492010 8839374222 alekhs055@gmail.com
10.	Prof. Arti Parganiha (Member-Secretary)	Chronobiology, Animal Behavior, Animal Physiology	Member	Professor School of Studies in Life Science Pt. Ravishankar Shukla University, Raipur-492010 arti.parganiha@gmail.com 9826551089

Normally, The IEC for Human Research will meet 2-3 time per year and will review and approve all types of research proposal involving human participants with a view to safeguard the dignity, rights, safety, and well-being of all actual and potential research participants. The Committee may also have additional meeting depending upon the requirement of the research of the university, its affiliated college, and recognized research centers.

By Order,

S. Patel
17/10/23
Registrar

Endt. No. **954** /Acad./IEC/2023

Raipur, Date : **17**/10/2023

Copy to:

1. All Concerned
2. All Heads of the SoS/Institute
3. DCDC With a request to circular the notification in all affiliated college of PRSU
4. Director, IQAC, Pt. Ravishankar Shukla University, Raipur
5. Finance Controller,
6. Secretary to the hon'ble VC, Pt. Ravishankar Shukla, University, Raipur
7. PA to the Registrar, Pt. Ravishankar Shukla, University, Raipur

[Signature]
Deputy Registrar (Acad.)

[Signature]
17/10/23

Guidelines for preparing Standard Operating Procedures (SOP) for Institutional Ethics Committee for Human Research

1. Objective:

The objective of this SOP is to contribute to the effective functioning of the Institutional Ethics Committee (IEC) so that a quality and consistent ethical review mechanism for health and biomedical research is put in place for all proposals dealt by the Committee as prescribed by the Ethical guidelines for biomedical research on human subjects of ICMR.

2. Role of IEC

IEC will review and approve all types of research proposals involving human participants with a view to safeguard the dignity, rights, safety and well being of all actual and potential research participants. The goals of research, however important, should never be permitted to override the health and well being of the research subjects.

The IEC will take care that all the cardinal principles of research ethics viz. Autonomy, Beneficence, Non - maleficence and Justice are taken care of in planning, conduct and reporting of the proposed research. For this purpose, it will look into the aspects of informed consent process, risk benefit ratio, distribution of burden and benefit and provisions for appropriate compensations wherever required. It will review the proposals before start of the study as well as monitor the research throughout the study until and after completion of the study through appropriate well documented procedures for example annual reports, final reports and site visits etc. The committee will also examine compliance with all regulatory requirements, applicable guidelines and laws.

The mandate of the IECs will be to review all research projects involving human subjects to be conducted at the Institute, irrespective of the funding agency. The role of IEC can be modified according to the requirement of each Institute

3. Composition of IEC

IECs should be multidisciplinary and multisectorial in composition. Independence and competence are the two hallmarks of an IEC.

The number of persons in an ethical committee should be kept fairly small (7-9 members). It is generally accepted that a minimum of five persons is required to compose a quorum. There is no specific recommendation for a widely acceptable maximum number of persons but it should be kept in mind that too large a Committee will make it difficult in reaching consensus opinions. 12-15 is the maximum recommended number.

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The Chairperson of the Committee should preferably be from outside the Institution and not head of the same Institution to maintain the independence of the Committee. The Member Secretary who generally belongs to the same Institution should conduct the business of the Committee. Other members should be a mix of medical / non-medical scientific and non-scientific persons including lay public to reflect the differed viewpoints.

The composition may be as follows :-

1. Chairperson
2. 1-2 basic medical scientists.
3. 1-2 clinicians from various Institutes
4. One legal expert or retired judge
5. One social scientist / representative of non-governmental voluntary agency
6. One philosopher / ethicist / theologian
7. One lay person from the community
8. Member-Secretary

The ethical committee at any institution can have as its members, individuals from other institutions or communities if required. There should be adequate representation of age, gender, community, etc. in the Committee to safeguard the interests and welfare of all sections of the community / society. Members should be aware of local, social and cultural norms, as this is the most important social control mechanism. If required, subject experts could be invited to offer their views, for example for drug trials a pharmacologist, preferably a clinical pharmacologist, should be included. Similarly, based on the requirement of research area, for example HIV, genetic disorders etc. specific patient groups may also be represented in the Committee. The membership of IEC will include Epidemiologist(s), Sociologist(s), Lawyer(s), Theologian, Statistician(s), Clinician(s), Basic scientists, Pharmacist(s)/Clinical Pharmacologist(s) etc. They should be appointed by the Head of the Institute based on their competencies and integrity, and could be drawn from any public or private Institute from anywhere in the country.

IEC should be constituted in the following pattern :

- i) A Chairperson
- ii) A Deputy Chairman if need be,
- iii) A Member Secretary,
- iv) 5-15 members from different Departments / Specialties / disciplines or areas etc.

4. Authority under which IEC is constituted:

The Institutional Head constitutes the IEC.

5. Membership requirements:

- a. The duration of appointment is initially for a period of 2-3 years

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- b. At the end of 2-3 years, as the case may be, the committee is reconstituted, and 50% of the members will be replaced by a defined procedure.
- c. A member can be replaced in the event of death or long-term nonavailability or for any action not commensurate with the responsibilities laid down in the guidelines deemed unfit for a member.
- d. A member can tender resignation from the committee with proper reasons to do so.
- e. All members should maintain absolute confidentiality of all discussions during the meeting and sign a confidentiality form.
- f. Conflict of interest should be declared by members of the IEC

6. Quorum requirements:

The minimum of 5 members are required to compose a quorum. All decisions should be taken in meetings and not by circulation of project proposals.

7. Offices

The Chairperson will conduct all meetings of the IEC. If for reasons beyond control, the Chairperson is not available, the Deputy Chairperson or an alternate Chairperson will be elected from the members by the members present, who will conduct the meeting. The Member Secretary is responsible for organizing the meetings, maintaining the records and communicating with all concerned. He/she will prepare the minutes of the meetings and get it approved by the Chairman before communicating to the researchers with the approval of the appropriate authority.

8. Independent consultants

IEC may call upon subject experts as independent consultants who may provide special review of selected research protocols, if need be. These experts may be specialists in ethical or legal aspects, specific diseases or methodologies, or represent specific communities, patient groups or special interest groups e.g. Cancer patients, HIV/AIDS positive persons or ethnic minorities. They are required to give their specialized views but do not take part in the decision making process which will be made by the members of the IEC.

9. Application Procedures:

- a. All proposals should be submitted in the prescribed application form, the details of which are given under Documentation
- b. All relevant documents should be enclosed with application form
- c. Required number of copies of the proposal along with the application and documents in prescribed format duly signed by the Principal Investigator (PI) and Co-investigators / Collaborators should be forwarded by the Head of the Departments / Institution to the ethics committee.
- d. The date of meeting will be intimated to the researcher, to be present, if necessary to offer clarifications.

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- e. The decision will be communicated in writing. If revision is to be made, the revised document in required number of copies should be submitted within a stipulated period of time as specified in the communication or before the next meeting.
- f. Prescribed fee if any, should be remitted along with the application.

10. Documentation:

For a thorough and complete review, all research proposals should be submitted with the following documents :

1. Name of the applicant with designation
2. Name of the Institute/ Hospital / Field area where research will be conducted.
3. Approval of the Head of the Department / Institution
4. Protocol of the proposed research
5. Ethical issues in the study and plans to address these issues.
6. Proposal should be submitted with all relevant enclosures like proforma, case report forms, questionnaires, follow - up cards, etc.
7. Informed consent process, including patient information sheet and informed consent form in local language(s).
8. For any drug / device trial, all relevant pre-clinical animal data and clinical trial data from other centres within the country / countries, if available.
9. Curriculum vitae of all the investigators with relevant publications in last five years.
10. Any regulatory clearances required.
11. Source of funding and financial requirements for the project.
12. Other financial issues including those related to insurance
13. An agreement to report only Serious Adverse Events (SAE) to IEC.
14. Statement of conflicts of interest, if any.
15. Agreement to comply with the relevant national and applicable international guidelines.
16. A statement describing any compensation for study participation (including expenses and access to medical care) to be given to research participants; a description of the arrangements for indemnity, if applicable (in study-related injuries); a description of the arrangements for insurance coverage for research participants, if applicable; all significant previous decisions(e.g., those leading to a negative decision or modified protocol) by other ECs or regulatory authorities for the proposed study (whether in the same location or elsewhere) and an indication of the modification(s) to the protocol made on that account. The reasons for negative decisions should be provided.
17. Plans for publication of results – positive or negative- while maintaining the privacy and confidentiality of the study participants.
18. Any other information relevant to the study

11. Review procedures:

- a. The meeting of the IEC should be held on scheduled intervals as prescribed and additional meetings may be held as and when the proposals are received for review.

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- b. The proposals will be sent to members at least 2 weeks in advance.
- c. Decisions will be taken by consensus after discussions, and whenever needed voting will be done.
- d. Researchers will be invited to offer clarifications if need be.
- e. Independent consultants/Experts will be invited to offer their opinion on specific research proposals if needed.
- f. The decisions will be minuted and Chairperson's approval taken in writing.

12. Element of review

- a. Scientific design and conduct of the study.
- b. Approval of appropriate scientific review committees.
- c. Examination of predictable risks/harms.
- d. Examination of potential benefits.
- e. Procedure for selection of subjects in methodology including inclusion/ exclusion, withdrawal criteria and other issues like advertisement details.
- f. Management of research related injuries, adverse events.
- g. Compensation provisions.
- h. Justification for placebo in control arm, if any.
- i. Availability of products after the study, if applicable.
- j. Patient information sheet and informed consent form in local language.
- k. Protection of privacy and confidentiality.
- l. Involvement of the community, wherever necessary.
- m. Plans for data analysis and reporting
- n. Adherence to all regulatory requirements and applicable guidelines
- o. Competence of investigators, research and supporting staff
- p. Facilities and infrastructure of study sites
- q. Criteria for withdrawal of patients, suspending or terminating the study

13. Expedited review

All revised proposals, unless specifically required to go to the main committee, will be examined in a meeting of identified members convened by the Chairman to expedite decision making. Expedited review may also be taken up in cases of nationally relevant proposals requiring urgent review. The nature of the applications, amendments, and other considerations that will be eligible for expedited review should be specified.

14. Decision-making

- a. Members will discuss the various issues before arriving at a consensus decision.
- b. A member should withdraw from the meeting during the decision procedure concerning an application where a conflict of interest arises and this should be indicated to the chairperson prior to the review of the application and recorded in the minutes.
- c. Decisions will be made only in meetings where quorum is complete.
- d. Only members can make the decision. The expert consultants will only offer their opinions.

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- e. Decision may be to approve, reject or revise the proposals. Specific suggestions for modifications and reasons for rejection should be given.
- f. In cases of conditional decisions, clear suggestions for revision and the procedure for having the application re-reviewed should be specified.
- g. Modified proposals may be reviewed by an expedited review through identified members.
- h. Procedures for appeal by the researchers should be clearly defined.

15. Communicating the decision

- a. Decision will be communicated by the Member Secretary in writing.
- b. Suggestions for modifications, if any, should be sent by IEC.
- c. Reasons for rejection should be informed to the researchers.
- d. The schedule / plan of ongoing review by the IEC should be communicated to the PI.

16. Follow up procedures

- a. Reports should be submitted at prescribed intervals for review.
- b. Final report should be submitted at the end of study.
- c. All SAEs and the interventions undertaken should be intimated.
- d. Protocol deviation, if any, should be informed with adequate justifications.
- e. Any amendment to the protocol should be resubmitted for renewed approval.
- f. Any new information related to the study should be communicated.
- g. Premature termination of study should be notified with reasons along with summary of the data obtained so far.
- h. Change of investigators / sites should be informed.

17. Record keeping and Archiving

- a. Curriculum Vitae (CV) of all members of IEC.
- b. Copy of all study protocols with enclosed documents, progress reports, and SAEs.
- c. Minutes of all meetings duly signed by the Chairperson.
- d. Copy of all existing relevant national and international guidelines on research ethics and laws along with amendments.
- e. Copy of all correspondence with members, researchers and other regulatory bodies.
- f. Final report of the approved projects.
- g. All documents should be archived for prescribed period.

18. Updating IEC members

- a. All relevant new guidelines should be brought to the attention of the members.
- b. Members should be encouraged to attend national and international training programs in research ethics for maintaining quality in ethical review and be aware of the latest developments in this area.



पं. रविशंकर शुक्ल विश्वविद्यालय, रायपुर (छ.ग.)

दूरभाष : 0771-2262802 (अकादमिक), 0771-2262540 (कुलसचिव), E-mail ID- academicprsu3@gmail.com

क्रमांक : 3453 / अका. / 2024

रायपुर, दिनांक : 31/05/2024

॥ अधिसूचना ॥

विश्वविद्यालय कार्यपरिषद् की बैठक दिनांक 20.12.2023 को अध्यक्ष की अनुमति से अन्य निर्णय के बिन्दु क्रमांक 01 एवं छत्तीसगढ़ शासन, उच्च शिक्षा विभाग, मंत्रालय, महानदी भवन, नवा रायपुर, अटल नगर, रायपुर से प्राप्त पत्र क्रमांक एफ 3-27/2020/38-2 दिनांक 31.05.2024 के अनुक्रम में Revised Ordinance No. 45 माननीय कुलाधिपति महोदय द्वारा अनुमोदित को अंगीकृत किए जाने का निर्णय लिया गया, जो निम्नांकित है -

Revised Ordinance No. 45

(As per UGC Regulation 2022)

DOCTOR OF PHILOSOPHY

(E.C. under 20.12.2023)

Preamble	
1.	The degree of Doctor of Philosophy (Ph.D.) may be granted in any discipline, belonging to any faculty of the Pt. Ravishankar Shukla University (hereafter: University), in which post-graduate studies and/or research is available at the University or at its affiliated Colleges that are recognized as research centers by the University.
2.	Eligibility criteria for admission/registration to the Ph.D. Programme. -The following are eligible to seek admission to the Ph.D. programme:
(a)	<p>Candidates who have completed:</p> <p>A 1-year/2-semester master's degree programme after a 4-year/8-semester bachelor's degree programme or a 2-year/4-semester master's degree programme after a 3-year bachelor's degree programme or qualifications declared equivalent to the master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed or equivalent qualification from a foreign educational institution accredited by an assessment and accreditation agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country to assess, accredit or assure quality and standards of the educational institution.</p> <p>Provided that a candidate seeking admission after a 4-year/8-semester bachelor's degree programme should have a minimum of 75% marks in aggregate or its equivalent grade on a point scale wherever the grading system is followed (not applicable to the courses governed by regulatory bodies like AICTE, PCI, NCTE, BCI, MCC, DCC, NCI and ICAR).</p>
(b)	Candidates who have completed the M.Phil. programme with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed or equivalent qualification from a foreign educational institution accredited by an assessment and accreditation agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country to assess, accredit or assure quality and standards of

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		educational institutions, shall be eligible for admission to the Ph.D. programme.
		Note: A relaxation of 5% marks or its equivalent grade in (a) and (b) above, may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the UGC from time to time.
3.	Tenure of Ph.D. Work/ Duration of the Programme	
	(a)	Ph.D. Programme shall be for a minimum duration of three (3) for full time and/or Five (5) for Part time modes, respectively, excluding the duration of course work, and a maximum duration of six (6) years from the date of admission/registration to the Ph.D. programme.
	(b)	<p>A maximum of an additional two (2) years can be given through a process of re-registration as per the Ordinance of this university; provided, however, that the total period for completion of a Ph.D. programme should not exceed eight (8) years from the date of admission /registration in the Ph.D. programme.</p> <p>Provided that, female Ph.D. scholars and Persons with Disabilities (having more than 40% disability) may be allowed an additional relaxation of two (2) years; however, the total period for completion of a Ph.D. programme in such cases should not exceed ten (10) years from the date of admission/registration in the Ph.D. programme.</p> <p>Provided further that, other than the Provisions of Clause 3, Kulapati may further extend the period of submission on the basis of genuineness/merit of the case.</p>
	(c)	Female Ph.D. Scholars may be provided Maternity Leave/Child Care Leave for up to 240 days in the entire duration of the Ph.D. programme.
	(d)	<p>The Ph.D. scholar on full time mode shall put at least 300 days attendance, excluding attendance he/she will earn during the course work, in the research center and certified by the Supervisor and/or Co-Supervisor.</p> <p>Provided, the Ph.D. scholar on part time mode have to spend minimum 30 contact days per semester till thesis submission in the institute with the Supervisor and/or Co-Supervisor.</p>
4.	Departmental Research Committee (DRC)	
	(a)	<p>All academic matters related to Ph.D. degree shall be processed by a Departmental Research Committee (hereafter: DRC) consisting of the following:</p> <ol style="list-style-type: none"> Head of The School/Department (Chair), for UTD OR Principal (Chair), for affiliated colleges of the University. All teachers of the School/ Department/ Department of affiliated colleges of the University who are recognized by the University as Ph.D. supervisors There should be at least three members, including the chairman of the DRC. The Kulapati shall nominate members from other/related departments in case the number of recognized Ph.D. Supervisors is less than two in any School/ Department/ approved research centers of the affiliated colleges of the University.
	(b)	<p>The DRC shall have the following responsibilities</p> <ol style="list-style-type: none"> To review the research proposal and finalize the topic of research.

		<p>ii. To guide the Ph.D. scholar in developing the study design and methodology of research and identify the course(s) that he/she may have to do.</p> <p>iii. To periodically review and assist in the progress of the research work of the Ph.D. scholar.</p>
5	Procedure for Admission/ Registration	
	(a)	An eligible candidate must apply for admission/registration for Ph.D. degree of his/her subject on the prescribed form obtainable on payment of prescribed fee. The application shall be considered by the concerned DRC.
	(b)	The admission shall be based on the criteria notified by the University, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory/regulatory bodies concerned, and taking into account the reservation policy of the State Government from time to time.
	(c)	<p>Admission to the Ph.D. programme shall be made through an Entrance Test to be conducted maximum two times in a year by the University.</p> <ul style="list-style-type: none"> • The syllabus for the Entrance Test shall be prepared by concerned Board of Studies following the guidelines of UGC. • Students who have secured 50 % marks in the entrance test are eligible to be called for the interview. • A relaxation of 5 % marks will be allowed in the entrance examination for the candidates belonging to SC/ST/OBC/differently-abled category, Economically Weaker Section (EWS), and other categories of candidates as per the decision of the Commission from time to time. • University may decide the number of eligible students to be called for an interview based on the number of Ph.D. seats available. • For the selection of candidates based on the entrance test conducted by the University, a weightage of 70% for the entrance test and 30% for the performance in the interview/viva- voce shall be given. <p>Provided that following candidates shall be exempted from appearing at the entrance test and selected shall be based on interview.</p> <ul style="list-style-type: none"> • Candidates who qualify in UGC-NET/UGC- CSIR NET/GATE/CEED/ GPAT and similar National level tests. • Teacher Fellowship holder and University/College teachers holding a regular position (regular appointment) and having completed two years of service as teacher in a department or affiliated college of the Pt. Ravishankar Shukla University, Raipur. • Scientists of any recognized national (for example, DST, CSIR-funded etc.) and international institutions (for example, WHO-funded etc.) having acquired two years of experience.
	(d)	Universities shall notify a prospectus well in advance on the website specifying the number of seats for admission, subject/discipline-wise distribution of available seats, criteria for admission, the procedure for admission, and all other relevant information for the candidates.
	(e)	<p>The DRC will allocate supervisor to a candidate, with the mutual consent of the candidate and supervisor, for an eligible candidate depending on the number of students per faculty member, available specialization among the supervisors and the research interest of the candidate indicated during interview.</p> <p>While allocating supervisor to a candidate, the DRC will pay due attention to the State Reservation Policy.</p>

	(f)	The University shall maintain a list of Ph.D. supervisors (specifying the name of the supervisor, his or her designation, and the department/school/centre), along with the details of Ph.D. scholars admitted (specifying the name of the registered Ph.D. scholar, the topic of his/her research and the date of admission/registration) on the website of the University and update this list every academic year.
	(g)	The candidates shall have to pay fees (Five times tuition fees for Part Time candidate)as decided by the university from time to time. Provided that the teachers of the Pt. Ravishankar Shukla University, Raipur and Teachers under the U.G.C. teacher fellowship scheme will not be required to pay the fees, except the registration fee and six-monthly progress report fee. The teachers of the other Universities shall be required to pay the Library and/or Laboratory Caution money and other fees of the university.
6.	Supervisors/ Co-supervisors Eligibility criteria to be a Research Supervisor, Co-Supervisor, Number of Ph.D. scholars permissible per supervisor, etc.	
	(a)	<p>Permanent faculty members working as Professor/Associate Professor of the UTD/Affiliated colleges with a Ph.D., and at least five research publications in peer-reviewed or refereed journals and, permanent faculty members working as Assistant Professors in UTD/Affiliated colleges with a Ph.D., and at least three research publications in peer-reviewed or refereed journals may be recognized as a Research Supervisor in the university where the faculty member is employed or in its affiliated Post-graduate Colleges/institutes. Such recognized research supervisors cannot supervise research scholars in other institutions, where they can only act as co-supervisors.</p> <p>For Ph.D. scholars working in Central government/ State government research institutions whose degrees are given by the University, the scientists in such research institutions who are equivalent to Professor/Associate Professor/Assistant Professor can be recognized as supervisors if they fulfill the above requirements.</p> <p>Provided that in areas/ disciplines where there is no, or only a limited number of peer-reviewed or refereed journals, the University may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.</p> <p>Co-Supervisors from within the same department or other departments of the same institution or other institutions may be permitted with the approval of the competent authority.</p> <p>Adjunct Faculty members/ Visiting Professor/ Professor of Practice shall not act as Research Supervisors and can only act as co-supervisors. However, Distinguish professor / Emeritus professor of Pt. Ravishankar Shukla University, Raipur may acts as supervisor and/ or co-supervisors.</p>
	(b)	In case of interdisciplinary/multidisciplinary research work, if required, a Co-Supervisor from outside the Department/ School/Centre/ College/ University may be appointed.

	(c)	An eligible Professor/Associate Professor/Assistant Professor can guide up to eight (8) / six (6) / four (4) Ph.D. scholars, respectively, at any given time as Supervisor/ Co-supervisor.
	(d)	In case of relocation of a female Ph.D. scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the Higher Educational Institution to which the scholar intends to relocate, provided all the other conditions in this ordinance are followed, and the research work does not pertain to a project sanctioned to the parent Institution/Supervisor by any funding agency. Such scholar shall, however, give due credit to the parent institution and the supervisor for the part of research already undertaken.
	(e)	Permanent faculty members with less than three years of service before superannuation shall not be allowed to take new research scholars under their supervision. However, such faculty members can continue to supervise Ph.D. scholars who are already registered until superannuation and as a co-supervisor after superannuation, but not after attaining the age of 70 years (is not applicable for Distinguish professor / Emeritus professor of Pt. Ravishankar Shukla University, Raipur).
7.	Admission of International students in Ph.D. programme:	
	(a)	Each supervisor can guide up to two international research scholars on a supernumerary basis over and above the permitted number of Ph.D. scholars as specified in clause 6(c) above.
	(b)	The university shall decide selection procedure for Ph.D. admission of international students keeping in view the guidelines/norms in this regard issued by statutory/regulatory bodies concerned from time to time.
8.	The submission of a Ph.D. thesis shall create a vacancy for the admission of a new candidate for Ph.D. degree under the concerned supervisor. At any point, the total number of Ph.D. scholars under a faculty member, either as a supervisor or a co-supervisor, shall not exceed the number prescribed in Clause 6(c) and Clause 7(a).	
9.	Course Work: Credit requirements, number, duration, syllabus, minimum standards for completion, etc.	
	(a)	All eligible candidates shall require to undertake Ph.D. course work of 10 credits. The course work must include research methodology which may consists of computer applications. The course work may also involve reviewing of published research in the relevant field. The course content shall be designed by the Board of Studies (BoS) of the concerned subject.
	(b)	All eligible candidates shall require to undertake additional 02 credits course on "Research and Publication Ethics" as notified by UGC vide D.O. No. F.1-1/2018 (Journal/CARE) in 2019.
	(c)	The DRC can also recommend UGC recognized online courses as part of the credit requirements for the Ph.D. course work.
	(d)	Candidate already holding M.Phil. degree or those who have already completed the course work in M.Phil. or Pre-Ph.D. from any recognized University/Institution, having earned the requisite credits at par with the University's curriculum may be exempted by the DRC from the Ph.D. Course work.
	(e)	On the recommendation of Supervisor and approval of DRC, the course work may be carried out by the candidates in sister schools/departments/ institutes either within or outside the University.

	(f)	All Ph.D. scholars, irrespective of discipline, shall be required to train in teaching /education /pedagogy/writing related to their chosen Ph.D. subject during their doctoral period. Ph.D. scholars may also be assigned 4-6 hours per week of teaching/research assistantship for conducting tutorial or laboratory work and evaluations.
	(g)	A Ph.D. scholar must obtain a minimum of 55% marks or its equivalent grade in the UGC 10-point scale in the course work to be eligible to continue in the programme and submit his/her thesis. If the candidate is not able to pass the course work, he/she shall be allowed to reappear at the examinations within the next 12 months.
10.	Research Degree Committee (RDC)	
	(a)	There shall be a Research Degree Committee (RDC) consisting of the following members: i. Kulapati or his/her nominee. ii. Dean of the Faculty. iii. Head of the University Teaching Department/ School of Studies in the subject. iv. Chairman, Board of Studies in the Subject. v. One external subject expert of the rank of a University Professor/ Director of recognized Institutes to be appointed by the Kulapati, out of a panel of 5 experts given by the Chairman of the Board of Studies concerned. The term of the subject expert shall be coterminous with the tenure of the Board of Studies. External expert and two other members shall form the quorum.
	(b)	The meeting of the Research Degree Committee shall be held in the University Office twice a year preferably in July and January.
	(c)	The committee shall confirm a list of approved Supervisor/Co-Supervisor along with their specializations, prepared by the DRC. This list shall be available with the Registrar/ Academic section of the University.
	(d)	The candidate shall be eligible to submit synopsis (as per Appendix-1) of his/her proposed research work, after successfully completing the course work, along with the title of the thesis (in six copies) duly forwarded by the chairman of the relevant DRC. He /She shall be required to make an oral presentation of the proposed work before the RDC. Note:- a) The Supervisor/ Co-supervisor are entitled to be present during the oral presentation of his/her candidate. b) No. TA and D.A. shall be payable to the candidate and the Supervisor/Co-supervisor for attending the Research Degree Committee meeting.
	(e)	The RDC shall formally recommend the registration of the candidate for the Ph. D. degree. The RDC has the right to suggest revision/alterations (if required) in the synopsis forwarded by the DRC. On approval by the RDC the candidate shall be registered and enrolled as a student from the date of his/her admission /registration. He/she will also be required to pay regular tuition, library and laboratory fees (six-monthly) during his/her research tenure. Provided that if the RDC does not recommend a candidate for registration to Ph.D. degree, the candidate shall be allowed to make an oral presentation again in the next RDC meeting. In such cases, date of registration shall be as per the recommendation of RDC. Provided that, if candidate fails to present or

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		satisfy the RDC for the second time, his/her case will be rejected/cancelled. In such case, the caution money deposited by the candidate shall be refunded.
	(f)	A candidate shall ordinarily be permitted to work for Ph.D. degree in the subject in which he/she has obtained his/her post-graduate degree. Provided that research work leading to Ph.D. degree may be encouraged in allied subjects of interdisciplinary nature of the same faculty or of allied faculties. In such cases the candidate may also be permitted to work under one or two co-supervisors, along with the supervisor of the University.
	(g)	A candidate shall pursue his/her research at the institution from where his/her application form has been forwarded under Clause 5(c) of the Ordinance. Provided that a candidate permitted to work in a research establishment* recognized by the University shall be required to take at least one co-supervisor along with the supervisor; one of them should be the teacher of the University and the other a Teacher/ Scientist/ Research Officer/ Director of the Institution where the candidate is actually working. *Includes Institutions and Laboratories run and sponsored by the Union /State Governments or its agencies; and Foreign University/Institution of repute. Provided also a candidate may be permitted to carry out his/her research/practical work in a Research Institution/ Research Laboratory/ Laboratory of a University recognized by the University for the purpose under the supervision of a Scientist/ Director/ Teacher of the Institution who may or may not be the co-supervisor of the candidate.
11.	Six-monthly Progress Report	
	(a)	Each semester/every six months, a Ph.D. scholar shall appear before the DRC to make a presentation and submit a brief report on the progress of his/her work as per Appendix-2 for evaluation and further guidance. The DRC shall submit its recommendations along with a copy of Ph.D. scholar's progress report (along with a record of attendance duly certified by the supervisor, receipt of fees paid) to the University. A copy of such recommendations shall also be provided to the Ph.D. scholar.
	(b)	In case the progress of the Ph.D. scholar is unsatisfactory, the DRC shall record the reasons for the same and suggest corrective measures. If the Ph.D. scholar fails to implement these corrective measures, the DRC may recommend, with specific reasons, the cancellation of the registration of the Ph.D. scholar from the Ph.D. programme.
	(c)	If the progress of work is not found satisfactory in two successive reports or no reports are received for a period of one year and the candidate fails to deposit the prescribed fees, the Kulapati may order removal of the name of the scholar from the list of those registered for the Ph.D. degree.
12.	Submission of Summary of Thesis	
	(a)	Before submitting the dissertation/thesis, the Ph.D. scholar shall make a presentation before the concerned DRC, which shall also be open to all faculty members and other research scholars/students, for getting feedback and comments, which may be suitably incorporated into the draft thesis under the advice of the supervisor.
	(b)	The candidate shall submit six copies of the summary of the thesis together with at least one research paper published in a journal listed in the UGC CARE list / WOS/Scopus or two research paper, one published in a Peer reviewed / referred journal and other in Journal of Ravishankar University, respectively. Certificates of at least two paper presentation in conferences/seminars before

		submission of thesis for adjudication, through his/her Supervisor to the Registrar about two months prior to the anticipated date of submission of the thesis.
	(c)	The supervisor shall submit a panel of at least six names of examiners, actively engaged in the concerned area of research not below the rank of Associate Professor/College Professor, such examiner(s) should be academicians with a good record of scholarly publications in the field (wherever possible, one of the examiners should be chosen from outside India), in a sealed cover to the Registrar of the University. Provided that the panel of examiners shall be obtained from the Chairman, Board of Studies of the Subject concerned, in case the candidate is related to the supervisor.
	(d)	On the receipt of the panel of examiners from the supervisor and summary from the candidate, the Registrar shall call a meeting of Examination Committee of the subject constituted U/S 44 of the Adhiniyam. The Committee will consider and prepare a panel of six names to act as examiners from the panel submitted by the Supervisor/ Chairman, Board of Studies.
	(e)	The term Relations to the supervisor shall include: Father, Mother, Wife, Husband, Daughter, Son, Grand Son, Grand Daughter, Brother, Sister, Nephew, Niece, Grand Nephew/Niece, Uncle, Aunt, Son-in-law, Sister-in-law, Father-in-law, First cousin- in-law.
13.	Procedures for submission of the Thesis The candidate shall submit three bound copies of his/her thesis along with the following:	
	(a)	The thesis must be accompanied by a declaration from the candidate that the thesis embodies his/her own work and he/she has worked under the Supervisor at the approved place of work for the required period as per provisions of Ordinance (Appendix-3).
	(b)	The certificate from the Supervisor together with Co-supervisors(if any), that the thesis fulfills the requirements of the Ordinance relating to the Ph.D. degree of the University (Appendix-4 and 5).
	(c)	The candidate shall also remit with the thesis the prescribed examination fee.
	(d)	Submission of Electronic copy of the Thesis/ Dissertation (ETD) is mandatory at the time of submission of the Ph.D. thesis.
	(e)	The candidate will submit a declaration that the thesis is free from plagiarism and produce a certificate from the institutional plagiarism cell to that effect (Appendix-6).
14.	Evaluation Procedures following Submission of the Thesis On receipt of the thesis along with the certificates and fee, it shall be sent to the examiners already consented as per Clause 12 (d) of the Ordinance.	
	(a)	The Kulapati can recall the thesis from an examiner who fails to send the report within three months of the date of dispatch of the thesis and appoint another examiner.
	(b)	The thesis to be accepted for the award of the Ph.D. degree must comply with the following conditions: <ol style="list-style-type: none"> It must be a piece of research work characterized either by the discovery of the facts or by a fresh approach towards the interpretation of facts. In either case it should evince the candidate's capacity for critical examination and sound judgment. It must be satisfactory in point of language and presentation of the subject matter.

	(c)	The examiners shall categorically recommend in the prescribed proforma for acceptance, revision or rejection of the thesis together with detailed comments on the points spelled out in Clause 14(b) of the Ordinance. The examiner must also give a list of the questions he/she wishes to be asked at the viva-voce examination.
	(d)	The examiners may seek clarification of the subject matter of the thesis from the Supervisor. The provision will be incorporated in the letter to be sent to the examiners while sending the thesis.
	(e)	In case both the examiners reject the thesis or one of them rejects the thesis and the other recommends a revision the thesis shall be rejected.
	(f)	If both the examiners recommend for the revision of the thesis the candidate shall be called upon to revise the thesis in the light of the observations of the examiners.
	(g)	If one examiner approves the thesis and the other rejects it or recommends for revision the thesis shall be sent to the third examiner drawn from the panel of the examiners by the Kulapati with both the reports of earlier examiners. The names of earlier two examiners shall not be disclosed to the third examiner. The third examiner shall be asked to give his/her opinion on the points, raised by the earlier examiners while rejecting or recommending revision of the thesis. The opinion of the third examiner shall be final.
	(h)	If the examiners recommend that the candidate be asked to revise/improve his/her thesis, the Kulapati shall permit the candidate to resubmit his/her thesis not earlier than six months and not later than eighteen months, the period being counted from the date of the issue of order to the candidate. The candidate shall be provided examiner (s) reports without disclosing the names of the examiners to enable him/her to improve the thesis. All the copies of the thesis shall also be returned to the candidate.
15.	Resubmission of the Thesis:	
	(a)	In case the candidate is allowed to resubmit the thesis he/she will have to pay the prescribed fee afresh at the time of resubmission, but it shall not be necessary for him/ her to reproduce any certificate of further attendance at the Institution at which he/she carried out the work. The resubmitted three copies of the thesis must mark clear mention that it is a revised version.
	(b)	The thesis shall be got examined as far as possible by the examiners who finally recommended for the revision.
	(c)	In case both the examiners of revised thesis accept the thesis for the award then the candidate shall be awarded with the Ph.D. Degree on successful viva-voce examination as per provisions of Clause 16 of the Ordinance.
	(d)	In case a candidate is asked to revise the thesis under Clause 14 (f) and one of the examiners recommends again for revision and the other accepts the thesis for award then the thesis shall be sent to the third examiner. If the third examiner rejects or recommends for revision the thesis shall stand rejected. If, he accepts for the award then the candidate shall be awarded with the Ph.D. Degree on successful viva-voce examination as per provision of Clause 16 of the Ordinance.
	(e)	In case a candidate who has been asked to revise to thesis under clause 14(g) and one of the examiners recommends again for revision and the other accepts the thesis for award then the candidate shall be awarded with the Ph.D. Degree on successful viva-voce examination as per provision of clause 19 of the Ordinance.

	(f)	If the revised thesis is required to be revised a second time it shall automatically stand rejected.
16.	Viva-Voce Examination:	
	(a)	In case both the original examiners accept the thesis for the award of the Ph.D. Degree or in the event of it being referred to the third examiner, the third examiner accepts the thesis for the award of the Ph.D. Degree, the candidate shall be called upon to appear at the viva-voce examination before a board of examiners comprising of the Supervisor, Co-Supervisor (if any) and one of the two examiners selected by the Kulapati who have accepted the thesis for the award of the Ph.D. Degree. Provided that the Kulapati shall appoint the Chairman, DRC or Chairman, Board of Studies of the subject concerned to act as viva-voce examiner, in place of the Supervisor in case the candidate is related (Clause 12(e)) to the Supervisor.
	(b)	The Supervisor/ Chairman, DRC, Chairman, Board of Studies of the subject concerned, as the case may be, shall be communicated the name of the external examiner appointed by the Kulapati to conduct the viva-voce examination in physical or may be through online mode. The date fixed for the viva-voce be informed to the candidate and the Registrar. Provided that in special circumstances Kulapati may appoint alternate viva-voce examiners if both the examiners are not in a position to conduct the viva-voce examination.
	(c)	The viva-voce examination shall be conducted at the University Teaching Department/School of Studies in the subject or at any place fixed by the University for the purpose. The date, time and place of viva-voce examination shall be notified by the Registrar on the University Notice Board and on the University Website about a week in advance. At the time of viva-voce examination the board of examiners shall be provided with the reports of the examiners which shall be returned along with the report of viva-voce examination to the Registrar. Provided that the University may conduct Ph.D. viva-voce examination through video conferencing using on-line platforms. The prior permission of the Kulapati will be essential to conduct on-line viva-voce examination. The external examiner in consultation with the internal examiner will forward the duly signed scanned copy of the report in prescribed proforma through email. The internal examiner and DRC Chairman will complete the formalities and submit the report along with the recording of Ph.D. viva-voce to the University.
	(d)	The candidate shall present the work embodied in the thesis before the board of examiners, members of faculty, research scholars and other interested persons. After the presentation of the research work the Board shall ask question together with those questions which have been given along with examiners reports. Others in the audience can also ask questions and the candidate shall reply only those questions which are permitted by the external examiner.
	(e)	In case the recommendation of the viva-voce examiner differs from that of the thesis examiner or there is difference of opinion between the viva-voce examiners, the candidate shall re-appear at a second viva-voce examination within six months. If the candidate fails to satisfy the viva-voce examiners a second time, his/her thesis shall be finally rejected. Such candidates would be required to pay the prescribed additional fee for the second viva-voce. The external examiner for second viva-voce shall be appointed by the Kulapati.

17.	After the viva-voce, the recommendation of the examiners shall be reported to the Executive Council for the award of Ph.D. Degree to the candidate. One copy of the thesis will be kept in the University Library and another copy will be kept in the Departmental Library of the Research Centre; the third will be returned to the Supervisor.
18.	The University shall complete the entire process of evaluating a Ph. D. thesis, including the declaration of the viva-voce result, within a period of six (6) months from the date of submission of the thesis.
19.	No research scholar shall join any other course, study or appear at any other examination conducted by any University leading to a degree (except Certificate/Diploma course of Languages, Research Methodology, Statistics, Computer courses).
20.	The candidate, if so desires, is allowed to publish his/her thesis with Publisher or University Press by paying processing charges. However, such publication shall state on the title page itself that this was a thesis approved for the award of the Ph.D. Degree of the University.
21.	The University agrees that a Ph.D. student, Supervisor and University are the owner of the copyright in his/her thesis.
22.	After the declaration of the result the successful candidates may be provided with the copies of reports of examiners who recommended for the award of the degree on payment of the prescribed fee. The reports will not disclose the identity of the examiners.
23.	The candidates who have been already registered for Ph.D. Degree under the repealed Ordinance will continue to be governed by the Provisions of the repealed Ordinance. The candidates who have applied for registration but have not been registered till this Ordinance comes into force shall be governed by the provisions of this Ordinance.
24.	On detection of any irregularity, the University shall take suitable steps to withdraw the degree as per provisions of section 6 (12) of the Adhiniyam.
25.	Ph.D. through Part-time Mode-
(a)	Ph.D. programmes through part-time mode will be permitted, provided all the conditions stipulated in ordinance are fulfilled.
(b)	The candidate shall submit a "No Objection Certificate" for a part-time Ph.D. programme from the appropriate authority in the organization where the candidate is employed, clearly stating that: <ul style="list-style-type: none"> • The candidate is permitted to pursue studies on a part-time basis. • His/her official duties permit him/her to devote sufficient time for research. • If required, he/she will be relieved from the duty to complete the course work.
(c)	(i) A full-time candidate may be allowed to convert his/her registration into part time registration on the recommendation of the DRC only after completion of course work. The candidates thus converting to part-time will have to produce a NOC from their employer/ undertaking to produce such NOC within six months from the date of conversion. (ii) If full time Ph.D. scholars get employed in the Sponsored Projects at the Institute, they can be permitted to convert their registration from full time to part time after one year or after completion of the course work, whichever is later. Such conversion will be permissible only if he or she works in the Projects at the Institute, not for employment outside the institute. (iii) If a part-time Ph.D. registrant applies for conversion of his/her registration into full time registration, the Kulapati of the university on the

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		recommendation of the DRC may allow him/ her for the same with or without assistantship/scholarship based on the individual merits of each case provided.
26.	Issuing a Provisional certificate: -	Prior to the actual award of the Ph.D. degree, the degree-awarding University shall issue a provisional certificate to the effect that the Ph.D. is being awarded in accordance with the provisions of this Ordinance.
27.	Change of Supervisor:	The candidate may be allowed to change the Supervisor by the Kulapati, on the recommendation of the DRC or committee constituted by the Kulapati for this purpose under special circumstances. No major change in the topic of research will be permitted due to change in supervisor.
28.	Depository with INFLIBNET:	The University shall submit an electronic copy of the Ph.D. thesis to INFLIBNET within a period of 30 days after the notification of the Ph.D. degree, for hosting the same so as to make it accessible to all the Higher Educational Institutions and research institutions.
29.		Words and expressions used and not defined in this Ordinance but defined in UGC Regulation 2022 for Minimum Standards and Procedures for Award of Ph.D. Degree shall have the meanings assigned to them in the UGC Regulation 2022.

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PROFORMA FOR SYNOPSIS
[Clause 10(d) of the Ordinance – 45]

1. Title of the thesis :
2. Introduction (in about 200 words) :
3. A brief review of the work already done in the field :
4. Objectives
5. Noteworthy contribution in the field of proposed work :
6. Proposed methodology :
7. Expected outcome of the proposed work. :
8. Bibliography in standard format :
9. List of published papers of the candidate. :

Signature of the Supervisor

Signature of the Candidate

Forwarded

Chairman, DRC

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31.05.24

4

CONFIDENTIAL**[Clause 11(a) of the Ordinance – 45]**

Six monthly Progress Report of the Research work done for the period from to of the research Scholar.

1. Name of the Research Scholar :
2. Subject :
3. Topic registered for Ph.D. Degree :
.....
.....
4. Name of the Supervisor :
5. Statement on the Research Activity : Period with dates the candidates has been
Carried Out by the Candidate with the guide for research work. (Indicate
the date of leave availed by the candidate
during the above period).

Fees paid vide receipt No. Date.

Signature of the Candidate

Remarks of supervisor on the work done by the candidate on the topic:

.....
.....
.....
.....

Signature of the Chairman, DRC

Signature of the Supervisor

Handwritten signature and date: 31.05.24

Handwritten signature

DECLARATION BY CANDIDATE
[Clause 13(a) of the Ordinance – 45]

I declare that the thesis entitled
 is my
 own work conducted under the supervision of Dr (Supervisor /
 Co-supervisor) at (Centre)
 approved by the Research Degree Committee. I have put in 300
 days of attendance excluding the attendance of the course-work, in the research centre.

I further declare that to the best of my knowledge the thesis does not contain any part of
 any work, which has been submitted for the award of any degree either in this University or in any
 other University/ Deemed university without proper citation.

Signature of the Supervisor

Signature of the Candidate

Signature of the Chairman, DRC

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(Signature)

CERTIFICATE BY THE SUPERVISOR/ CO-SUPERVISORS
[Clause 13(b) of the Ordinance – 45]

This is to certify that the work entitled
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 Shri / Smt./ Ku. under my
 (our) guidance and supervision for the degree of Doctor of Philosophy of

 Pt. Ravishankar Shukla University, Chhattisgarh, India. That the candidate has put in an
 attendance of 300 days, excluding attendance of course-work, in the research centre.

To the best of my knowledge and belief this thesis

- [1] Embodies the work of the candidate himself/ herself.
- [2] Has duly been completed.
- [3] Fulfills the requirements of the Ordinance relating to the Ph.D. degree of the University;
and
- [4] Is up to the standard both in respect of contents and language for being referred to the
examiner.

Signature of the Co-Supervisor(s)

Signature of the Supervisor

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Signature of the Chairman, DRC

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[Clause 13(b) of the Ordinance – 45]

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1. Release the entire work for access worldwide

Signature of the Candidate

Signature and seal of the Supervisor

Place

Date

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[Clause 13(e) of the Ordinance – 45]

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-----" are my own work and do not involve plagiarism. I also
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- b. The work presented is original and my own work. No ideas, processes, results or words of others have been presented as my own work.
- c. Report on Plagiarism check is appended.

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Name & Signature of the Candidates

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With regards,
Nabajit, S.
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