

Department of Research and Development
Research Publications Incentives

(Ref: Research Promotion Policy for the AY 2024-25 – Category 6: Additional Publications)

SN.	Parameter	Details
1.	Name of the faculty member	
2.	Designation	
3.	Department	
4.	Category (Please Tick)	Journal / Conference / Book Chapter / News Letters
5.	Title of the Paper	
6.	Journal / Conference / Book Chapter / News Letters Details (Name, ISSN / ISBN, Year, Volume, Issue, Page No, Publisher, Edition) – Attach Paper Copy	
7.	Publication Indexed in Scopus (Author Scopus Preview Attachment Mandatory)	
8.	If article is SCI / ESCI, Mention Impact Factor	
9.	Whether Journal is Q1, Q2, Q3, Q4 (Scopus / SCIMAGO Preview Attachment Mandatory)	
10.	Mention Author Position	

Details of Completed Mandatory Publication for the AY 2024 -25 (Ref: Self Appraisal Policy)

Category (Journal / Conference / Book Chapter)	Mention the details of the Publications (Name, ISSN / ISBN, Year, Volume, Issue, Page No, Publisher) Attach First Page of Published Paper	Mention amount claimed in Rs.

Additional Research Publications Incentives Details will be as below

Please Tick	Publication Criteria
	Q1/Q2 incentive of Rs. 30,000/- applicable If 1 st author / Corresponding author position
	Q1/Q2 incentive of Rs. 20,000/- applicable If 2 nd author position
	Q3/Q4 incentive of Rs. 20,000/- applicable If 1 st author / Corresponding author position
	Q3/Q4 incentive of Rs. 10,000/- applicable If 2 nd author position
	Any Scopus Indexed Non-Q rated Journal of Rs 10,000/- applicable for 1 st / Corresponding / 2 nd Author Position
	Any Scopus Indexed (Q and Non-Q rated) Journal of Rs 2,000/- applicable for 3 rd Author Position onwards
	Any Scopus Indexed Conferences (External) of Rs. 7,500/- applicable for 1 st Author Position
	Any Scopus Indexed Conferences (External) of Rs. 5,000/- applicable for 2 nd Author Position
	Any Scopus Indexed Conferences (External) of Rs. 2,000/- applicable for 3 rd Author Position onwards
	Any Scopus Indexed Book Chapters of Rs. 3,000/- applicable for 1st or 2nd or Corresponding Author position
	Any Scopus Indexed News Letters of Rs. 3,000/- applicable for 1st or 2nd or Corresponding Author position

 Faculty / Author

 HOD

 Associate Head-R&D (Publications)

 DEAN R&D

 EXE.DIRECTOR-HR

 PRINCIPAL

 SR.EXE.DIRECTOR
 FINANCE & ACCOUNTS

Date:



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Library & Information Center

Claim Form 2

Authentication for Scopus Indexed Book Chapter

S.No.	Parameter	Details
1.	Name of the faculty member	
2.	Designation	
3.	Department	
4.	Category	Book Chapter
5.	Title of the Book Chapter	
6.	Book Chapter details (Name, ISSN/ISBN, Year, Edition, Page No, Publisher) – Attach Hard Copy	
7.	Book Chapter Publication Indexed in Scopus (Author Scopus Preview Attachment Mandatory)	
8.	Whether Hardcopy submitted to NHCE Library & Information Center	Yes / No
9.	Whether Book Chapter publication is indexed and reflecting On-Line	Yes / No

**Signature of Director
Library & Alumni Relations**

Date:

Official Seal

***This form to be submitted ONLY for Scopus Indexed Book Chapters after getting signed from Director
– Library & Alumni Relations**