



**National Institute of Science Education and Research,  
Bhubaneswar**

(An autonomous Institution under Department of Atomic Energy, Govt. of India)

**Research and Development Cell**

**Request for Extension of Appointment of Project Staff**

1.	Project No.			
2.	Project Title:			
3.	Name of the Fellow/Staff:			
4.	Present Appointment:			
	a) Mode:	Temporary/Ad-hoc or contractual:		
	b) Designation:			
	c) Current Salary per month	Rs.		
	d) Date of Joining:			
	e) Date of Expiry of present term:			
5.	Extension desired:	Yes/No		
6.	Justification for Extension:			
	a) Service Record	Satisfactory: ( ) / Unsatisfactory: ( )		
	b) Any other recommendation:			
7.	i) Period	From : To:		
	ii) Salary enhancement:	Yes/No		
	iii) Proposed salary per month:	Rs.	iv) HRA required	Yes/No

Date :

Signature :

Name of PI : \_\_\_\_\_

<b>For R&amp;D Cell Use</b>			
1.	Project Completion Date		
2.	Salary Enhancement	Requested/Not requested	
	a) Amount (proposed)	Rs.	
	b) Whether Project is continuing	Yes/No	
	c) Project ending date:		
	d) Current year of Project:		
<b><u>Recommendation of Dean, R&amp;D</u></b>			

1. Extension may be approved for a period of.....Month(s)/Year, From: To:
2. Salary enhancement of Rs.....after ..... year(s), may be approved.
3. Special Remarks, if any:

**Approval of Director**  
Approved/Not approved

**Dean (R&D)**

**Date:.....**

**Director**