

भारत सरकार / Government of India  
अंतरिक्ष विभाग / Department of Space  
विक्रम साराभाई अंतरिक्ष केन्द्र / Vikram Sarabhai Space Centre  
तिरुवनंतपुरम- 695 022 / Thiruvananthapuram - 695 022

सं.वीएसएससी/स्था/एफ/No.VSSC/EST/F/1(15)

स्थापना अनुभाग/ Establishment Section  
सितंबर/ September 10, 2021

**परिपत्र/CIRCULAR**

**-Sub:** Career opportunities for Scientific/Technical staff - Special Review for the category of Scientist/Engineers as on 01.01.2022 based on additional qualification acquired while in service- reg.

.....  
In continuation to Circular of even number dated 17.08.2021, the date of submission of application for Special Review to the post of Sci/Engr-SC/SD is extended upto 30.09.2021.

Those who have not yet submitted the application may please submit the same in the prescribed format along with all relevant documents (2 copies) to EST-F Group on or before 30.09.2021.



(एस मिनि/S Mini)

वरिष्ठ प्रशासन अधिकारी / Senior Administrative Officer

**STANDARD CIRCULATION/NOTICE BOARDS/INTRANET**

भारत सरकार / Government of India  
अंतरिक्ष विभाग / Department of Space  
विक्रम साराभाई अंतरिक्ष केन्द्र / Vikram Sarabhai Space Centre  
तिरुवनंतपुरम- 695 022 / Thiruvananthapuram - 695 022

सं.वीएसएससी/स्था/एफ/No.VSSC/EST/F/1(15)

स्थापना अनुभाग/ Establishment Section

अगस्त/ August 17, 2021

परिपत्र/CIRCULAR

Sub: Career opportunities for Scientific/Technical staff – Special Review for the category of Scientist/Engineers as on 01.01.2022 based on additional qualification acquired while in service- reg.

.....  
In terms of ISRO HQ OM No.ADMN:4.20(3) dated 06.01.1981 and as amended from time to time on the above subject, the Scientific & Technical Personnel who pursued higher study after joining service in DOS/ISRO and acquired additional qualification while in service may be considered for special review for appointment to the post for which they are eligible by virtue of the additional qualification acquired, subject to the relevant norms. Those Scientific & Technical Personnel, who pursued higher study prior to joining service in DOS/ISRO can also be considered for special review, subject to the conditions that at least 1/3<sup>rd</sup> duration of their course should have been completed after appearing for interview/skill test, for the post in which he/she was initially selected in DOS/ISRO and the additional qualification should have been acquired while in service.

2. The norms and other conditions for Special Review on acquiring additional qualification fully while in service and 1/3<sup>rd</sup> concept are given below:

- Those who acquire BE/B Tech or equivalent in First Class with an aggregate minimum of 65% or CGPA of 6.5 on a ten scale as additional qualification will be considered for the post of Scientist/Engineer 'SC', if they are in a post lower than Sci/Engr-SC
- Those who acquire ME/M Tech, in First Class with an aggregate minimum of 60% or CGPA/CPI grading of 6.5 on a 10 scale or equivalent with pre-eligibility qualification of BE/B Tech/B Sc (Engineering)/MSc or equivalent qualification in 1<sup>st</sup> class with an aggregate minimum of 65% (average of all semesters) or CGPA/CPI grading of 6.5 on a 10 scale, will be considered for the post of Scientist/Engineer 'SC', if they are in a post lower than Scientist/Engineer- 'SC'.
- Those who acquire ME/M Tech as additional qualification while holding the post of Scientist/Engineer 'SC', will be considered for the post of Scientist/ Engineer 'SD' under Special Review on completion of two years service after acquiring the qualification, without prejudice to their eligibility for normal review
- Those who acquire Ph.D as additional qualification will be considered for the post of Scientist/Engineer 'SD'.
- Those who acquire AMIE with an aggregate minimum of CGPA of 6.5 on a 10 scale as additional qualification will be considered for the post of Sci/Engr-SC if they are in a post lower than Sci/Engr-SC and registered for pursuing studies leading to the award of AMIE from Institution of Engineers (India) before 31.05.2013.
- Qualification of BE/B.Tech/ME/M.Tech acquired through Open and Distance Learning mode upto 31.12.2015 alone will be considered for Special Review.

- Those who have joined with higher qualification(s) than what is prescribed for the post to which they are recruited are not eligible for consideration for special review based on higher qualification acquired prior to joining DOS/ISRO.

3. In terms of DOS OM.No.HQ:ADMN:A.20(3) dated 11.03.2019, one more chance has been provided for those employees (other than Sci/Engr-SC) who acquire additional qualification of M.Sc/BE/B.Tech/ME/M.Tech or its equivalent and Ph.D while in service in DOS/ISRO for selection to the post of Scientist/Engineer -SC/SD for the review from 01.01.2020 onwards with the following conditions:

- i. Those who have already availed one chance for Special Review to the post of Sci/Engr-SC/SD but could not succeed in the interview will also be allowed one more chance subject to their willingness.
- ii. Those who availed two chances for Special Review to the post of Sci/Engr-SC based on a higher qualification but could not succeed will be allowed only one more chance, if further higher qualification is acquired, so that the overall chances will be limited to three.
- iii. The above provision is not applicable to those Sci/Engr-SC who acquire additional qualification and eligible for Special Review for the post of Sci/Engr-SD.

4. Those Scientific & Technical personnel in VSSC, who have acquired additional qualification of BE/AMIE/M Sc/ME/M.Tech/Ph.D while in service in DOS/ISRO as per Para 1 above and are desirous of being considered for Special Review for promotion to the post of Scientist/Engineer 'SC'/'SD', may submit their application for the same in the prescribed format (enclosed) along with relevant documents showing the date of registration for the additional qualification acquired and self attested copies of Mark Sheets/Certificates (2 copies) so as to reach the Sr. Administrative Officer, Establishment Section on or before 27.08.2021.

5. Those employees who had been considered under Special Review earlier but could not make the grade and are eligible for one more chance for consideration for Special Review as on 01.01.2022 as per Para 3 above may also submit the application in the prescribed format along with all relevant documents(2 copies), on or before 27.08.2021.



(एस मिनि/S Mini)

वरिष्ठ प्रशासन अधिकारी / Senior Administrative Officer

STANDARD CIRCULATION/NOTICE BOARDS/INTRANET

भारत सरकार / Government of India  
अन्तरिक्ष विभाग / Department of Space  
विक्रम साराभाई अन्तरिक्ष केंद्र / Vikram Sarabhai Space Centre  
तिरुवनन्तपुरम / Thiruvananthapuram - 695 022

**01.01.2022 के अनुसार वैज्ञानिक एवं तकनीकी कार्मिकों के लिए विशेष पुनरीक्षण के तहत अतिरिक्त अर्हता पर**

**विचार हेतु आवेदन**

**Application for consideration of Additional qualification under Special Review for Scientific and Technical personnel as on 01.01.2022**

**भाग/PART-1**

1.	नाम & स्टाफ सं/Name & SC No.			
2.	पदनाम/Designation			
3.	साक्षात्कार/कौशल परीक्षण का दिनांक एवं इसरो में जिस पद के लिए नियुक्त किए गए [ <i>प्रलेखी प्रमाण संलग्न करें</i> ] Date of Interview/Skill test and the post to which appointed in ISRO [ <i>Enclose copy of Interview call letter</i> ]	Date:		
		Post:		
4.	अं विय/इसरो में कार्य ग्रहण दिनांक Date of joining DOS/ISRO			
<b>अतिरिक्त प्राप्त अर्हता का विवरण/Details of Additional Qualification acquired</b>				
a) अर्हता का नाम/Name of the Qualification				
b) उत्तीर्ण माह एवं वर्ष/Month & Year of passing				
c) प्राप्त अंकों की श्रेणी/प्रतिशत Class/Percentage obtained [ <i>सुसंगत प्रमाण पत्र संलग्न करें/Enclose relevant Certificate</i> ]		Class	Percentage/CGPA/CPI	
5.	d) वर्ष वार/सेमस्टर वार प्राप्त अंक/ एवं श्रेणी Year wise/Semester wise marks & class obtained [ <i>वर्ष/सेमस्टर वार अंक सुचियाँ संलग्न करें/Enclose year wise/semester wise mark cards</i> ]	Year	Semester	Percentage
		<b>Total</b>		
e) If the additional qualification is M.E/M.Tech/M.Sc.(Engg), specify the pre-eligibility qualification and Marks/Percentage / CGPA/CPI/Class obtained.				

<p>f) पंजीकरण दिनांक/Date of Registration</p> <p>g) पार्श्विक प्रवेश हैं तो विनिर्दिष्ट करें/ Specify if Lateral Entry [ प्रलेखी प्रमाण पत्र संलग्न करें ] / [ Enclose documentary proof]</p>	
<p>h) अध्ययन का तरीका व विश्वविद्यालय/बोर्ड/संस्थान Mode of Study &amp; University/Board/Institution [ अंशकालिक/पूर्णकालिक/निजी/दूरशिक्षा/ प्रायोजकता, इत्यादि हैं तो विनिर्दिष्ट करें./ Specify whether part-time / fulltime / private / distance education/sponsorship, etc.]</p>	
<p>i) इसरो में साक्षात्कार/कौशल परीक्षण के समय पूरे किए गए सेमेस्टरों की संख्या/भाग [ लागू हो तो] No. of Semesters/parts completed at the time of Interview/Skill Test [if applicable]</p>	
<p>j) अर्हता प्राप्त करने के लिए/इसरो में कार्य ग्रहण करने से पूर्व आरंभ हुए पाठ्यक्रम को निरंतरित करने के लिए क्या कार्यालय से कोई विशिष्ट अनुमोदन लिया था? Whether any specific approval from Office was taken for acquiring qualification/continuing the course which started before joining ISRO? [ अनापत्ती प्रमाण पत्र संलग्न करें/Enclose NOC]</p>	
<p>क्या विशेष समीक्षा हेतु पहले भी विचार किया गया था, यदि हाँ तो विवरण दें Whether considered for a special review earlier, if so, give details :</p>	
<p>6. a) क्या विशेष समीक्षा के लिए पहले विचार किया गया है?/ Whether considered earlier for Special Review(s)?</p>	<p>हाँ/नहीं Yes/No</p>
<p>b) पहले के समीक्षा(ओं) में विचाराधीन ग्रेड/पद/Grade/post to which considered in earlier review(s)</p>	
<p>c) ऐसे विचाराधीन के दिनांक/ Date (s) of such consideration</p>	

अभ्यर्थी के हस्ताक्षर  
Signature of the Applicant

दिनांक/Date:

नाम/Name :

**भाग/PART -II**

समूह निदेशक/उप निदेशक के सिफारिश/Recommendation of the Group Director/Deputy Director

समूह निदेशक/उप निदेशक के हस्ताक्षर सहित सील  
Signature of the Group Director/Deputy Director with seal

---

**भाग/PART-III**

प्रमाणित किया जाता है कि अभ्यर्थी द्वारा प्रस्तुत की गई सूचना सत्यापित की जाती है एवं सही पाई गई है  
Certified that the information furnished by the applicant is verified and found correct.

दिनांक/Date:

वरि./प्रशासन अधिकारी (स्था)  
Sr./Administrative Officer (Estt.)

**जाँच बिंदु/CHECK LIST**

**Specify Yes or No or NA**

- |   |        |
|---|--------|
| 1) Whether all columns are filled   | Yes/No |
| 2) Whether Copy of Certificate along with Mark sheets are enclosed?                               | Yes/No |
| 3) Whether Copy of No Objection Certificate (NOC) for pursuing/continuing the course is enclosed? | Yes/No |
| 4) Whether obtained Recommendation of Group Director/Deputy Director in the Application form?     | Yes/No |
| 5) Whether intimated to Establishment within 3 months from the date of declaration of results?    | Yes/No |
| 6) Whether obtained Signature of Sr./AO (Estt) in the application form?                           | Yes/No |

***Note: Applications submitted after the due date/Incomplete applications will not be considered.***

**दिनांक/Date:**

**वरि./प्रशासन अधिकारी (स्था)  
Sr./Administrative Officer (Estt.)**

\*\*\*\*\*