



EXECUTIVE PROTOCOL
OF THE AGREEMENT BETWEEN
THE DEUTSCHE FORSCHUNGSGEMEINSCHAFT (DFG)
AND
THE INDIAN NATIONAL SCIENCE ACADEMY (INSA)
SIGNED IN NEW DELHI ON November 04, 2011

1. Scope of Co-operation

The scope of co-operative activities may cover the entire spectrum of science and technology. The revised agreement is aimed at enhancing and intensifying the already existing Indo-German scientific collaborations and to give new directions to the joint programme within the framework of the bilateral funding instrument – “INSA-DFG Programme for Initiation and Intensification of Indo-German Bilateral Cooperation”.

2. Eligibility of Participation

All scientists and scholars who are permanent members of the scientific and scholarly communities of Germany and the Republic of India may request support from their respective organisation, DFG or INSA, to participate in the co-operative activities. In this regard, permanent membership is primarily determined by the affiliation of the scientist or scholar with an institution of research or higher learning in the respective country.

3. Bilateral Seminars

3.1 Bilateral seminars can be held in either country under the provisions of the INSA-DFG Agreement. Based on the initiatives of the Indian and German scientists, applications for bilateral funding of Indo-German workshops can be considered. The co-organisers should prepare the details of the proposed bilateral seminars well in advance (at least FIVE months) and submit the applications to the respective funding organisation in India (INSA) and in Germany (DFG).

3.2 When appropriate, an exploratory visit of the organiser may be sponsored under the terms of this protocol. (Within the provisions of DFG form number 1.813e from the German side).

3.3 Normally the sending organisation will be responsible for the international travel of its scientists, and the host organisation will provide usual hospitalities and amenities, including per diem expenses and domestic transportation that is not included in the international travel.

3.4 Based on previous experience, a fruitful bilateral seminar would usually require a preparation period of at least nine months or more.

3.5 In accordance with international practices, bilateral seminars will be conducted in English language, unless other arrangements are agreed on between the co-organisers.

3.6 The co-organisers will prepare a summary report of the bilateral seminar for DFG and INSA.

4. Exploratory and Consultative Visits

4.1 Exploratory visits are designed to enable interested scientists and scholars to develop co-operative activities in the other country. Normally the agency of the sending organisation will be responsible for the international travel, while the receiving organisation will provide hospitalities and the usual amenities, including per diem expenses and domestic transportation that is not included in the international travel. The duration of exploratory visits usually will not exceed one month.

4.2 Consultative visits are designed for scientists and scholars of the two countries doing parallel or complementary research in their own countries, but may enhance the research results of each other by getting together for consultation. Such visits usually will not exceed three months. In principle, consultative visits may be financed on the same basis as the exploratory visits.

5. Application procedures

Applicants to follow the prescribe guidelines:

Indian Applicants:

5. Indian applicants to follow the guidelines set by by INSA by filling-up the INSA application forms and submitting the same to INSA Headquarters in New Delhi within the prescribed deadline.

5.1 INSA will inform the short-listed scientists to take the following steps:

5.1.1 Carefully go through the DFG Guidelines **1.813e**.

5.1.2 Compile the required documents / enclosures as per the guidelines OR ask your German host to do so (*see point 5. Below; in general, the enclosures required by both INSA and DFG guidelines may overlap and can be used in both applications*)

5.1.3 Put a special attention on how the proposed joint activity (research visit / bilateral event) will initiate more cooperation in the framework of joint research project initiatives (to be funded by Indian funding partners like DST, UGC or others).

5.1.4 Fill-up the highlighted parts of the proposal Summary **DFG Form 1.813e**)

5.1.5 Send the form 1.813e, along with the necessary documents to the German host and request him to complete the "Proposal Summary". The German host should then forward the duly signed proposal with his comments to the DFG Head Office in Bonn in electronic version, with a copy to you. Once you receive the copy of the proposal from your German counterpart, forward a copy of the same to INSA, New Delhi.

5.1.6 INSA will then forward the applications of the short-listed and evaluated scientists to DFG India Office.

5.1.7 The DFG India Office will communicate the outcome of the peer review carried out in Germany to INSA, who in turn will communicate the result to the Indian applicant.

German Applicants:

5.2 On the request of their Indian project partners, German applicants will forward their documents to the DFG Bonn as per the DFG Guidelines **1.813e**.

5.3. DFG Head Office in Bonn will, after completing the peer review process, forward the documents of the successful applicants to the DFG India Office; who in turn would forward the documents to INSA for their consideration and decision.

5.4 INSA would communicate the outcome of the peer review and DFG India Office will communicate the result to DFG Bonn.

NOTE:

Applications are to be forwarded to the host party at least three months in advance to the beginning of the project. The receiving organisation is to inform the sending organisation of the acceptability of the proposed visit, the receiving party is to take all necessary steps to facilitate the issue of any necessary visas, research-, residence- or other permits to undertake the research programme. Precise details of the visitor's travel arrangements, e.g. time of arrival, flight number etc., are to be sent to the receiving party not less than three weeks before departure.

6. Scope and Financial Arrangements

6.1 For the execution of the co-operation in the framework of this arrangement DFG and INSA agree on the exchange visits not exceeding a period of three months per visit.

6.2 Financial arrangements will be based on the principle of reciprocity. The receiving organisation will meet the hospitality and internal travel expenses on the basis of per diem or incidental grants, as provided to exchange scientists under collaborative programmes with other sister organisations.

6.3 It is mandatory that the visiting scientists from either side would take adequate "Overseas Health Insurance" covering the entire period of stay in the host country.

7. Liaison Mechanism

7.1 The International Affairs Division of DFG Bonn / DFG India Office and INSA will act as the central offices for liaison and communication purposes, and function as the information clearance house.

7.2 It is recognised that periodic meetings between the responsible personnel of the DFG and the INSA is important to assure the efficiency and efficacy of the above envisaged co-operative activities. When funds are available, it is agreed that an annual meeting of consultation, on working level, will be held alternately in Bonn and New Delhi.

8. Amendments and Expiration

8.1 Amendments to these guidelines may be made by mutual agreement between DFG and INSA at any time.

8.2 The above guidelines shall become effective upon confirmation between DFG and INSA.

Signed in New Delhi on 4 November 2011

On behalf of the DFG



Dr. Harald von Kalm
Deputy Secretary General

On behalf of INSA



Professor Dr. N. Sathyamurthy
Vice-President
International Affairs