



**GOVERNMENT OF INDIA
MINISTRY OF SCIENCE & TECHNOLOGY
DEPARTMENT OF SCIENCE & TECHNOLOGY
NEW DELHI-110016**

**NATIONAL SURVEY ON RESOURCES DEVOTED TO SCIENTIFIC
AND TECHNOLOGICAL (S&T) ACTIVITIES**

2009-10

QUESTIONNAIRE – I

(For S&T Institutions under Central/State Governments and SIRO)

Please read the instructions before filling the questionnaire

(Please don't detach this page)

INSTRUCTIONS FOR FILLING UP THE QUESTIONNAIRE-I

- (i) The questionnaire contains **4** sections marked as **A, B, C and D**.
- (ii) Please ensure that the number of characters/alphabets does not exceed the number of boxes given. Wherever necessary, abbreviations may be used.
- (iii) All alphabets should be filled in **BLOCK LETTERS**.
- (iv) Please fill complete information for the items applicable to your institution. **IN CASE EXACT DATA ARE NOT AVAILABLE, USE ESTIMATES**.
- (v) Please indicate any provisional or estimated figures with an asterisk (*)
- (vi) Please stick to the units in which figures are asked e.g. **Rs. Lakhs** should be given in **Rs. lakhs** only and not in Rs. thousands or crores.
- (vii) Please ensure that in each case the numeric values are filled up-to two decimal places in proper unit (leaving aside **SECTION – C**) e.g. Rs. 20.434 lakhs should be written as: Rs. 20.43
- (viii) List of Major Scientific Agencies, Central Government Ministries/Departments and State Governments with appropriate code numbers as given in **ANNEXURE – A** Please consult **ANNEXURE – A** before filling the information in the boxes against **Question IV** in **Section – A**.
- (ix) **Please seek any clarification on the Questionnaire from Sh. Rakesh Chetal/ Dr. Parveen Arora/ Mrs. Namita Gupta/ Dr. A.N.Rai**

The completed Questionnaire should be returned to:

Dr. Parveen Arora
Scientist-F/Director
NSTMIS Division
Department of Science & Technology
Technology Bhawan
New Mehrauli Road
New Delhi – 110016

Phone : 011-26590331, 011-26590371
011-26961579
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Email : parora@nic.in , namita@nic.in

GENERAL INFORMATION

SECTION A

Q.I Name of R&D Institution/Laboratory: _____

Postal Address: _____

State/UT Name: _____ Pin Code:

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Phone number with code														
Fax number with code														
Website Address:														

Q.II Details of contact person for seeking clarifications on the filled questionnaire.

Name _____

Phone number with code														
Fax number with code														
Email Address:														

Q.III Month and Year of Set-up **MONTH**

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YEAR

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of R&D institution/ laboratory:

Q.IV Administrative Controlling Authority of the Institution. Fill in the boxes with appropriate code number, depending on whether the controlling authority is a **Central Ministry/Department/Agency or a State Government/UT or Scientific and Industrial Research Organisation**. Code number are listed in the **ANNEXURE-A**.

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Q.V Fill in the appropriate **Code** given below, which explain best Objective of the Institute's Research & Development (R&D) activities.

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OBJECTIVES AND CODE NUMBER

Objective	Code
Agricultural Production and Technology	01
Control & Care of the Environment	02
Defence	03
Exploration and Exploitation of Space	04
Exploration and Exploitation of the Earth	05
Industrial Production and Technology	06
Infrastructure and General Planning of Land Use	07
Non-oriented Research (Basic Research)	08
Production, Distribution and Rational Utilisation of Energy	09
Protection and Improvement of Human Health	10
Social Structures and Relationships (Including Socio Economic Services)	11
Other Aims	12

Q.VI Branch of economic activity to which your institution/laboratory could be best classified?
(See **ANNEXURE-B** for codes).

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SECTION – B

INFORMATION ON SCIENCE AND TECHNOLOGY EXPENDITURE

Q.I Estimated Percentage of Time/Resources devoted to the following activities. For example 25% may be indicated in the Boxes as:

0 | 2 | 5

1.	Basic Research	<input type="text"/>	<input type="text"/>	<input type="text"/>
2.	Applied Research	<input type="text"/>	<input type="text"/>	<input type="text"/>
3.	Experimental Development	<input type="text"/>	<input type="text"/>	<input type="text"/>
4.	Other Activities	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Total (1+2+3+4)	<input type="text"/>	<input type="text"/>	<input type="text"/>

DEFINITIONS

1. BASIC RESEARCH

Basic Research may be defined as any experimental or theoretical work undertaken primarily to acquire new knowledge of the underlying foundations of phenomena and observable facts, without any particular or specific application or use in view.

2. APPLIED RESEARCH

Applied Research may be defined as any original investigation undertaken in order to acquire new knowledge. It is, however, directed primarily towards a specific practical aim or objective.

3. EXPERIMENTAL DEVELOPMENT

Experimental Development may be defined as any systematic work, drawing on existing knowledge gained from research and/or practical experience that is directed to produce new materials, products and devices, to install new processes, systems and services, and to improve substantially those already produced or installed.

4. OTHER ACTIVITIES

Other activities would include S&T services provided by libraries information and documentation centers, Data banks and information processing departments museums of science and/or technology, botanical & zoological gardens, geological & hydrological surveying, routine statistical work, testing by recognized methods & activities related to patents & licences etc.

Q.II Give information for **EXPENDITURE ON SCIENTIFIC AND TECHNOLOGICAL ACTIVITIES** in the boxes given below up-to two decimal places:

EXPENDITURE (RUPEES IN LAKHS)

Year \ Expenditure	Actual 2005-06	Actual 2006-07	Actual 2007-08	Actual 2008-09	Actual BE/RE Pl. Tick* 2009-10
Revenue/Recurring Expenditure					
Capital/Non-Recurring					
Total Expenditure					
Foreign Exchange Component of Total Expenditure					

Q.III Please indicate the **sources of funds** for **S&T activities** in the boxes given below up-to two decimal places:

SOURCES (RUPEES IN LAKHS)

Year \ Source of fund	Actual 2005-06	Actual 2006-07	Actual 2007-08	Actual 2008-09	BE or RE or Actual * 2009-10
Support From the Central/State Governments					
Support From Foreign Agencies					
Support From Other Sources					
Total Source					

- Note:** a) *Actual expenditure is preferred. In the absence of actual, provide the estimated Revised estimate (RE) or budget estimate (BE). Indicate which one is applicable by ticking.
- b) The **Total Expenditure**, as given in **Q-II** for each year, **should not exceed** the **Total Source of funds** for S&T activities as given in **Q-III** for that corresponding year.

DEFINITIONS

1. REVENUE/RECURRING EXPENDITURE

Revenue or recurring expenditure includes the cost of wages salaries and all related labour costs, minor equipment expendable supplies expenditure on office and labour supplies, materials, books, journals, rent of buildings, travel and postal services.

2. CAPITAL/NON-RECURRING EXPENDITURE

Expenditure on purchase of major installation, machinery and equipment, land for building, new buildings or large scale improvements, modifications and repair to buildings and fixed installations, land improvement work and other expenditure are included under capital/non-recurring expenditure.

SECTION –C

INFORMATION ON MANPOWER EMPLOYED

Q.I Give number of **FULL TIME** manpower employed by type of work **as on April, 1, 2010**

Activity	Number of personnel engaged in R&D activities	Number of scientific and technical personnel engaged in auxiliary activities including skilled workers & technicians	Number of personnel employed on administrative and other non technical activities including class IV unskilled staff
Gender	(A)	(B)	(C)
MALE			
FEMALE			
TOTAL			

***Note: (a)** Allocate all personnel to three categories on **functional basis** rather than on the basis of qualification.

(b) All the staff working in **your** institution/laboratory should be included in the appropriate categories.

DEFINITIONS

1. R&D ACTIVITIES (for filling column A above)

Research and Development (R&D) activities can be defined as any systematic and creative work undertaken in order to increase the stock of knowledge and the use of this knowledge to devise new applications. R&D activities included any one or more of the categories of research such as basic research, applied research and experimental development.

2. AUXILIARY ACTIVITIES (for filling column B above)

Auxiliary activities refer to those tasks such as maintenance and operation of specialised R&D (or S&T), equipment and machinery, preparing materials and equipment and carrying out experiments, tests and analyses, for example the activities carried out by medical assistants, computer programmers, surveyors, draughtsmen, Survey interviewers and investigators can be classified as auxiliary activities.

3. ADMINISTRATIVE ACTIVITIES (for filling column C above)

Administrative activities refer to those tasks which are clerical, secretarial and administrative in character. For example, personnel providing services such as security, janitorial and maintenance can be classified as administrative activities.

SECTION-D

INFORMATION ON OUTPUT OF R&D

Q.I Give information on the number of each item completed during the financial years given below.

Sl. No.	Items Completed	(Number)			
		2005-06	2006-07	2007-08*	2008-09*
01	Patents filed				
02	Patents sealed				
03	Copy rights obtained				
04	New products developed				
05	New processes developed				
06	Import substitutes developed				
07	Design prototypes developed				
08	Consultancy services rendered				
09	Papers published in International journals				
10	Papers published in National journals				
11	Books published				
12	Technical reports published				
13	Non-Technical reports published				
14	Papers presented in National conferences/seminars/symposia etc.				
15	Papers presented in International conferences/seminars/symposia etc.				
16	S&T personnel deputed for National conferences/seminars/symposia etc.				
17	S&T personnel deputed for International conferences/seminars/symposia etc.				
18	S&T personnel deputed for National training programmes				
19	S&T personnel deputed for International training programmes				
20	Any other items (Please specify)				

Note: * In case exact figures are not available give the best estimates.

AGENCY/MINISTRY/DEPARTMENT/STATES AND CODE NUMBERS

ANNEXURE-A

Name of Major Central Ministries Scientific Agency/Department	Code	Name of Other Central Ministry/Department	Code
Council of Scientific and Industrial Research	101	Department of Rural Development	233
Defence Research and Development Organization	102	Ministry of Shipping	234
Department of Atomic Energy	103	Ministry of Social Justice and Empowerment	235
Department of Biotechnology	104	Ministry of Statistics and Programme Implementation	236
Department of Information Technology	105	Ministry of Steel	237
Department of Science and Technology	106	Ministry of Textiles	238
Department of Scientific & Industrial Research	107	Ministry of Urban Development	239
Department of Space	108	Ministry of Water Resources	240
Indian Council of Agricultural Research	109		
Indian Council of Medical Research	110		
Ministry of Earth Sciences	111		
Ministry of Environment and Forests	112		
Ministry of New and Renewable Energy	113		
Name of Other Central Ministry/Department	Code	Name of State Government/UT	Code
Ministry of Agriculture		Andaman & Nicobar Island	301
Department of Agriculture and Co-operation	201	Andhra Pradesh	302
Department of Animal Husbandry Dairying & Fisheries	202	Arunachal Pradesh	303
Ministry of Chemicals & Fertilizers		Assam	304
Department of Chemicals & Petrochemicals	203	Bihar	305
Department of Fertilizers	204	Chandigarh	306
Department of Pharmaceuticals	205	Chhattisgarh	307
Ministry of Civil Aviation	206	Dadar & Nagar Haveli	308
Ministry of Coal	207	Daman & Diu	309
Ministry of Commerce and Industry		Delhi	310
Department of Commerce	208	Goa	311
Department of Industrial Policy and Promotion	209	Gujarat	312
Ministry of Communications and Information Technology		Haryana	313
Department of Post	210	Himachal Pradesh	314
Department of Telecommunications	211	Jammu & Kashmir	315
Ministry of Consumer Affairs, Food and Public Distribution		Jharkhand	316
Department of Consumer Affairs	212	Karnataka	317
Department of Food and Public Distribution	213	Kerala	318
Ministry of Culture	214	Lakshadweep	319
Ministry of Defence		Madhya Pradesh	320
Department of Defence	215	Maharashtra	321
Department of Defence Production & Supplies	216	Manipur	322
Ministry of Food Processing Industries	217	Meghalaya	323
Ministry of Health and Family Welfare	218	Mizoram	324
Ministry of Heavy Industry and Public Enterprises		Nagaland	325
Department of Heavy Industry	219	Orissa	326
Department of Public Enterprises	220	Puducherry	327
Ministry of Home Affairs	221	Punjab	328
Ministry of Housing and Urban Poverty Alleviation	222	Rajasthan	329
Ministry of Human Resource Development	223	Sikkim	330
Ministry of Information and Broadcasting	224	Tamil Nadu	331
Ministry of Labor & Employment	225	Tirpura	332
Ministry of Micro, Small and Medium Enterprises	226	Uttar Pradesh	333
Ministry of Mines	227	Uttarakhand	334
Ministry of Petroleum and Natural Gas	228	West Bengal	335
Ministry of Power	229		
Ministry of Railways	230		
Ministry of Road Transport and Highways	231		
Ministry of Rural Development			
Department of Drinking Water Supply	232		
		Non-Government Organisation	Code
		Scientific & Industrial Research Organisation (SIRO)	400

BRANCH OF ECONOMIC ACTIVITY AND CODE NUMBERS**ANNEXURE-B**

Branch of Economic Activity	Code
Agriculture, Hunting and Related Service Activities	011
Forestry, Logging and Related Service Activities	020
Fishing, Operation of Fish Hatcheries and Fish Farms	050
Mining of Coal and Lignite, Extraction of Peat	101
Extraction of Crude Petroleum and Natural Gas	111
Mining of Uranium and Thorium Ores	120
Mining of Metal Ores, Other Mining and Quarrying	131
Manufacture of Food Products and Beverages	151
Manufacture of Tobacco Products	160
Manufacture of Textiles	171
Manufacture of Wearing Apparel, Dressing and Dyeing of Fur	181
Tanning and Dressing of Leather, Luggage Handbags etc.	191
Manufacture of Wood and Products of Wood and Cork	201
Manufacture of Paper and Paper Products	210
Manufacture of Coke, Refined Petroleum Products and Nuclear Fuel	231
Manufacture of Chemicals, Chemical Products & Fertilizers	241
Drugs & Pharmaceuticals	245
Biotechnology	247
Manufacture of Rubber and Plastic Products	251
Manufacture of Other Non-Metallic Mineral Products	261
Manufacture of Basic Metals	271
Manufacture of Fabricated Metal Products	281
Manufacture of Machinery and Equipment	291
Manufacture of Office, Accounting and Computing Machinery	300
Manufacture of Electrical Machinery and Apparatus	311
Manufacture of Radio, Television and Communication Equipment	321
Manufacture of Medical, Precision and Optical Instruments	331
Manufacture of Motor Vehicles	341
Manufacture of Other Transport Equipment	351
Electricity, Gas, Steam and Water Supply	401
Land Transport, Transport via Pipelines	601
Telecommunications	641
Computer and Related Activities	721
Public Administration and Defence	751
Education	801
Health and Social Work	851
Services Sector	900
Others Please Specify_____	910