

## Frequently asked questions (FAQ)

### Q. What is UGC-DAE CSR?

A. [UGC-DAE Consortium for Scientific Research](#) (formerly known as IUC-DAEF), is an autonomous institute of University Grants Commission (UGC). It was created in the year 1990 with the broad objective of developing competence and promoting research in front line areas of science and technology in Indian Universities by providing institutional framework for optimum utilization of major research facilities established by the department of Atomic Energy such as Synchrotron Radiation Sources at [RRCAT](#), Indore, Dhruva Reactor at [BARC](#), Mumbai, [VECC](#) at Kolkata and [IGCAR](#) at Kalpakkam.

The Consortium, in its centres, has various state-of-the-art experimental facilities which are freely accessible to researchers across the country.

### Q. How can I access facilities of UGC-DAE CSR?

A. The facilities of UGC-DAE CSR may be accessed by submitting a scientific proposal. Please visit the web-page of respective centre to know the procedure for submitting a scientific proposal. For Indore-Centre 'one-time' proposal can be submitted on-line through [CSR User Portal](#).

### Q. What is the difference between one time and long-term CRS?

A. One-Time CRS mode must be utilized to perform a specific experiment. Long-term CRS projects provide an umbrella mechanism to carry out research work on a particular topic with a possibility of availing a fellowship for a student.

### Q. I already have a long-term CRS running, can I apply for another?

A. No. Generally, only one long-term CRS can be sanctioned to a PI at a time (at any Centre). However, if your current CRS project is nearing end, you are welcome to apply for new proposal.

### Q. I already have submitted a long-term CRS at one Centre, can I submit another one at other?

No.

### Q. How much is the financial support offered through long-term CRS projects?

A. CRS projects are meant to provide access to a facility and are primarily meant to establish a collaboration so that in-house as well as large scale facilities of DAE can be availed. ....

### Q. Do I need to contact a scientist of UGC-DAE CSR before submitting a CRS proposal?

A. You do not necessarily need to discuss your project proposals with our scientist(s). You just have to mention our Centres/Node where you will primarily carry out the experiments and name of the scientist-in-charge of the experimental facility.

### Q. I already have a 3-year long term CRS project sanctioned by UGC-DAE CSR; do I need to apply again to access a facility?

A. Yes, for each usage of a facility you would need to apply for 'one-time' CRS through [CSR User Portal](#).

### Q. What are the charges for measurements?

A. All facilities of UGC-DAE CSR are provided free-of-charge to Indian Universities and academic institutions for the purpose of scientific research.

### Q. What are my responsibilities as a User?

A User of UGC-DAE CSR must comply with:

1. The facility utilized and the data collected at UGC-DAE CSR, Indore will find proper attribution (facility, instrument, location, and the concerned scientist(s) as well as technical staff/student(s) will be explicitly mentioned) when the same is posted in the public domain in any form. This applies to theses, reports, conference presentations & proceedings, refereed journal papers, arxiv servers etc. Soft copies of all such published materials shall be mandatorily sent to the concerned scientist(s) and the Centre-Director, as soon as they appear in the public domain.
2. In addition to the above, following line must be included in the acknowledgement: **“This work was partially/fully carried out using the facilities of UGC-DAE CSR, Indore”**.
3. Co-authorship from CSR shall be discussed mutually with concerned scientist(s).
4. Failing to comply with the above conditions will be considered as an unethical practice

**Q. I have used your facility; do I need to include CSR personnel as co-author?**

A. Co-authorship from CSR should be discussed mutually. It is not necessary to include CSR personnel as co-author, however, it is necessary to **acknowledge the usage of all facilities** that were used. Even if you include CSR personnel(s) as co-author, it is necessary CSR as an institute has to be acknowledged since it has also extended other logistical/financial support to the researcher.

**Q. I have included a co-author from CSR, is it necessary to list all facilities that I have used in the acknowledgement.**

A. Yes. Acknowledgement for facilities other than those used from the group of co-authors (from CSR) is mandatory. You have already agreed to do so by accepting the undertaking.

**Q. How much do I need to pay to avail experimental facilities of UGC-DAE CSR?**

A. All facilities of UGC-DAE CSR are provided free-of-charge to Indian Universities and academic institutions for the purpose of scientific research.

**Q. After using your facility I came to know about more possibilities, what should I do?**

A. Please discuss your future experiments with the scientist in-charge, then apply for that facility through the user portal.

**Q. I need to club all my measurements in a single visit, what shall do?**

A. It is often difficult to simultaneously find time in all facility that you wish to utilize. Plan well in advance and try not to club more than 2-3 facilities at a time. Scheduling of experiments is solely done by scientist in-charge based on the free slot available.

**Q. Do I need to apply for each facility separately?**

A. Yes, you would need to apply for each facility separately through user portal.

**Q. I want to use XRD and SEM/TEM, what should I do?**

A. Please apply for each facility separately.

Q. Where is UGC-DAE CSR?

A. UGC-DAE Consortium for Scientific Research (CSR) has its [head office](#) at Indore and Centres at [Indore](#), [Kolkata](#), [Mumbai](#), Kalpakkam and a node at Bhubaneswar.

Q. What are the facilities available at UGC-DAE CSR?

A. Experimental facilities available at UGC-DAE CSR range from material synthesis, characterization to utilization of large-scale facilities like synchrotron radiation, neutron scattering and intense ion beams. Please visit the CSR user portal (<https://www.csruserportal.com/>) to find out about the facilities available at each Centre.

Q. Who can submit a scientific proposal/user form?

A. Any faculty/permanent staff of Indian Universities and Academic Institutions can submit a scientific proposal.

Q. I am a Ph. D. student; can I register in CSR User Portal?

A. Yes. Registration in CSR User Portal (CSR-UP) is open for all. But to the submission of a scientific proposal can ONLY be done by a faculty.

Q. I am a Ph. D. student; my supervisor will submit the scientific proposal through CSR User Portal, but will not be able to come for measurements. How can supervisor include Ph.D. students in the proposal?

A. During the online preparation of a scientific proposal, supervisor can include students. To do so, a student needs to register at [CSR User Portal](#).

Q. I am a Post-Doc; can I apply for experimental facilities myself?

A. No. Please ask your supervisor to apply through [CSR User-Portal](#).

Q. I am a Ph. D. student/post-doc; can I submit the user form on behalf of my supervisor/guide?

A. No. Please ask your supervisor/guide to submit the user form.

Q. I am a faculty; is it compulsory for me to come personally for experiments?

A. No. You may send your student. Please get the student registered through the [CSR User-Portal](#) and include your students in the scientific proposal. However, if your experiments are demanding, it is always better if you are also present during experiments.

Q. I am a faculty; my proposal has been accepted but I forgot to include a student who will be coming for measurements, what shall I do?

A. You would need to withdraw your proposal and apply again. This should be done well in advance so that accommodation can be done. Last minute accommodation requests will not be entertained.

Q. When would I know about the decision on my proposal after its submission?

A. Typically a week.

**Q. Can I send samples by post?**

A. During the Covid-19 pandemic user experiments are being done through 'mail-in' method only. Therefore, only routine experiments that do not require extensive presence of users can be done during this time. Please discuss the feasibility of your experiment with facility-in-charge before submitting your proposal.

**Q. I have completed all formalities and got time for measurements but we are not able to come for measurements due to unavoidable reasons. Can we send samples by post?**

A. Please contact concerned scientist for the possibilities.

**Q. Can I get support for my travel?**

A. Yes, travel support (by train/bus) for students/faculty of Indian Universities/Colleges is available. Such support is not available to national institutes and laboratories.

**Q. What I am supposed to do after completion of my experiments?**

A. (i) Please submit 'completion report (CR)' immediately after completing your experiment through [CSR User Portal](#). After submitting the status will change to "Comp.Rep.Submitted". This report must be verified by concerned facility in-charge and after verification the status will change to "Comp.Rep.Verified".

Data (generated from experiments) or samples (synthesized at UGC-DAE CSR) can only be handed over after verification of the CR with proposal status "Comp.Rep.Verified". TA and/or local hospitality claim can be entertained ONLY after completion of this process.

(ii) Please submit 'scientific experimental report (SER)' within a month after submission of completion report. The scientific experimental report (SER) must be submitted in the prescribed format through CSR user portal. This format is also available in your [CSR user portal](#) account. Similar to CR, the SER status will be "SER.Submitted" and after the verification of SER, your proposal will be treated as "Closed" both administratively as well as scientifically. Publications arising from the utilization of UGC-DAE CSR facilities can be registered using "Register Your Publication" link in your CSR User Portal account. **Please note that your proposal will NOT be considered to the same facility again unless you submit the scientific experimental report (SER).**

**Q. What are the charges of accommodation/local expenses?**

A. Local hospitality, including accommodation in the guest house is provided without any charge to students/faculty of Indian Universities/Colleges.

**Q. How to reach UGC-DAE CSR Indore Centre?**

A. UGC-DAE CSR Indore Centre is located in Devi Ahilya Viswa Vidyalaya ([DAVV](#)) campus, Khandwa Road, Indore-452001 (MP). It is nearly 6 km away from Indore railway station (INDB) and nearly 11 km away from Devi Ahilyabai Holker Airport, Indore (IDR).

**Q. How to reach UGC-DAE CSR Indore guest house?**

A. Guest house of UGC-DAE CSR, Indore Centre is located in the Residential Complex of UGC-DAE CSR, Indore in Indrapuri colony near Bhawarkuan Square, Indore-452001, (MP). It is about 1 km away from the UGC-DAE CSR Indore Centre.

**Q. How to reach UGC-DAE CSR Kolkata Centre?**

**A. [Kolkata Centre \(Old Campus\)](#)**

Sector-III, LB-8, Bidhan Nagar, Kolkata – 700106

Tel: +91-33-23351866, +91-33-23358035, +91-33-23356542

Email: [centredirector.kc@csr.res.in](mailto:centredirector.kc@csr.res.in)

- We are located on the Eastern Metropolitan Bypass, in the *Salt Lake Campus of Jadavpur University* and the bus stop is known as Chingirihata
- The Jadavpur University Campus, is just after a residential colony known as "Jal-Vayu-Vihar"
- Salt Lake residents are most familiar with water tanks, and the nearest tank is Tank Number 16
- Most of the buses on the Airport - Garia / Airport - Tollygunge route pass through Chingrighata
- Same holds good for buses on the Karunamoyee - Garia and Karunamoyee - Jadavpur route
- The distance from the Kolkata Airport is about 14 kms

#### Kolkata Centre (New Campus)

UGC–DAE Consortium for Scientific Research

Kolkata Centre

Plot No.: III, B/4, New Town, Kolkata – 700156

Tel: +91-33-23246798

Email: [centredirector.kc@csr.res.in](mailto:centredirector.kc@csr.res.in)

We are located within the *Rajarhat Campus of VECC*

the New Campus, shares the boundary with the St Xavier's University Campus

#### Q. How to reach UGC-DAE CSR Kolkata guest house?

#### A. Guest House of the UGC–DAE Consortium for Scientific Research, Kolkata Centre (New Campus)

CE-7, Sector, I, Bidhan Nagar, Kolkata 700 064

Tel: +91-33-23349937

Email: [centredirector.kc@csr.res.in](mailto:centredirector.kc@csr.res.in)

#### Landmark

- The Guest House / Hostel of the Kolkata Centre is are located within *Salt Lake*
- The various locations are Salt Lake are colloquially identified by the Water Tanks, and the nearest Water Tank to the Guest House/Hostel is *Tank Number 4*

#### Q. How to reach UGC-DAE CSR Mumbai Centre and what are the instructions?

#### A. Instructions

1. The dates mentioned in the acceptance are highly tentative. Kindly get in touch with the concerned scientist via their email regarding the actual dates of the experiments.
2. At Mumbai Centre, if the user wishes to visit Mumbai Center for the experiments / data analysis, accommodation booking in the BARC guest house will be done by the Center through the concerned scientist (host). Only after accommodation is confirmed will the visit be ON. Kindly discuss the same with the scientist and finalize the dates of visit.
3. Visitors from Private Universities/Institutions/Colleges: The accommodation charges for this category of visitors (students / faculty) at BARC Guest House are very high. UGC-DAE CSR will not be able to reimburse those amounts. Hence, reimbursement of accommodation charges will be limited to Rs. 500/- per day (which is for twin or triple sharing non-AC room charges typically given to students) and the max. The duration of the visit for reimbursement purposes will be limited to a week.
4. Mumbai Centre of UGC-DAE CSR is located inside BARC Laboratory Complex, which is a

high-security area. Guest House is located in a residential area called Anushakti Nagar (a relatively less secure area). For booking accommodation, a copy of Institute ID is a must, possibly a copy of Aadhar as well.

5. For entering BARC / Mumbai Center, visitors are required to bring with them (all three): a). Original and Updated (address, photograph and biometrics) Aadhar Card. (b) Your institute issued the latest and valid Photo ID card, and (c). Any one of the Government issued Photo ID cards, such as PAN Card, Driving License, Voter ID, Passport etc.

5. Visitors are requested to adhere to these protocols as advised by the concerned scientist (host).

6. Samples: Do not bring samples with you (you can keep spare samples till the guest house). You are required to send samples (only essential ones / quantity) by SPEED POST only well in advance. Private couriers are not allowed inside, especially with parcels and it does not reach us. Taking out samples after measurement is not easy.

#### Q. How to reach UGC-DAE CSR Mumbai guest house?

A. Visitors from Private Universities/Institutions/Colleges: The accommodation charges for this category of visitors (students / faculty) at BARC Guest House are very high. UGC-DAE CSR will not be able to reimburse those amounts. Hence, reimbursement of accommodation charges will be limited to Rs. 500/- per day (which is for twin or triple sharing non-AC room charges typically given to students) and the max. The duration of the visit for reimbursement purposes will be limited to a week.

#### Q. How to reach UGC-DAE CSR Kalpakkam Centre?

##### A. Instructions

1. Kalpakkam is a residential township of the Department of Atomic Energy (DAE), located approximately 70 Km from Chennai, Tamil Nadu on the ECR route to Pondicherry.
2. You can reach Chennai Central/Chennai Egmore / Chengalpattu railway stations or Chennai Airport, depending on the train/bus/flight you choose to travel from your starting point.
3. **From Chennai Central/Egmore:** (i) From the Railway station, you can take a bus/taxi/auto to reach Koyambedu bus terminus (located about 5 km away from Railway station). (ii) From there, board any of the buses with Nos. 108, 108PP, 108 Express, 118, 118PP, 118 Express, 119, 188A, 118D, 188V, 188K (Journey time approximately 2 hours) bound to Kalpakkam. (iii) Alight at Sadras DAE township bus stop. The DAE Guest House/ Sr. Hostel is about ½ km from the bus stop (walkable distance). You may also prefer to go to Kalpakkam Bus stop, which is the last stoppage and take an auto from there to the DAE Guest House (about 3 km, approx fare Rs 100/-).
4. Alternatively, buses plying on the 'ECR route' to Pondicherry can also be taken and you must alight at Pudupattinam bus stop (Journey time approximately 2½ hours). From there, you can take an auto to the DAE Guest House (about 3 km, approx auto fare Rs 100/-).

5. **From Chengalpattu:** You can reach the [New/Old bus stand](#) from the railway station and take any of the buses with Nos. 108, 108PP, 108 Express or 157 bound to Kalpakkam and alight at [Sadras DAE township gate bus stop](#) (Journey time approximately 1 hour).
6. **Reaching by Air:** Nearest airport: Chennai. You can choose to reach Kalpakkam by hiring a pre-paid taxi at the airport (Fare approximately Rs. 2500-3000) to reach Kalpakkam.

### **Accommodation at Kalpakkam**

**For accommodation at Kalpakkam please contact the concerned Scientist, in charge of your experiments and share your details when asked.**

**Accommodation is very limited and subject to availability.**

### **How to reach Kalpakkam Centre**

1. Since the Kalpakkam Centre is within the DAE Campus, an entry permit will be needed for your entry. Please contact the concerned Scientist for the details regarding the same.
2. A Van plies between the Kalpakkam township (where Guest House and Hostels are located) to the Centre every morning at 9.00 am.
3. Other than the Van, IGCAR buses also ply on the route up to CDO Gate (inside IGCAR) from where again the Van can be boarded (shuttle trips). Please get the latest van timings from the concerned Scientist or the office (044-27480500-21918)