

## SMIMS PUBLICATION EVALUATION COMMITTEE

**Ref:** RU/PEC/CIR/2013-02

**Dated:** 17<sup>th</sup> April 2013.

### Office Memorandum

**Sub:** Amendment to Office Order on Publication Evaluation Committee.

**Ref:** SMIMS/O.O/2011/469 dated 05.04.2012.

1. On recommendations of the Publication Evaluation Committee on its meeting held on 08.04.2013, the following amendments are hereby being approved and come in to immediate effect. The other clauses of the Office Order (reference above) will remain unchanged.
  - a. The publication of the research work in a journal must be indexed in Medline / Index Medicus (Ref. Clause 2).
  - b. The educational innovation projects published in journal articles will also be considered for financial reward in addition to the publication type mentioned (Ref Clause 3).
  - c. While claiming for financial reward on publication, the applicant must submit the copy of the published article and not necessarily the reprint of the article (Ref Clause 4).
  - d. The amount of remuneration in first submission and approved publication will be Rs. 5,000/- and any further publication by the same recipient authors will get Rs. 2,500/- each to the maximum of four publication (Ref Clause 5).
2. Further it is directed that all the authors claiming for financial reward for their publication should apply in the prescribed form that is available in SMUERP.



Airmarshal Dr. G.S. Joneja  
Dean – Sikkim Manipal Institute of Medical Sciences.

Copy to:

1. The Chairperson – PEC.
2. Finance section – SMIMS.
3. Office Copy – PEC file.
4. Office Copy – SMIMS file.



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Dean – Sikkim Manipal Institute of Medical Sciences.

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No. SMIMS/O.O/2011/469

Date: 05/4/2012

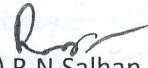
## OFFICE ORDER

In supersession of earlier order/s on the subject, following guidelines will come into effect to consider the award of remuneration to the author/s for publication of the research work:-

1. The research work must be done while working in the institute.
2. The publication of the research work must be in an indexed national/international journal. The claim cannot be considered before it is published.
3. Only the original research work, a case report or a review article will be considered for the claim.
4. While claiming, the applicant must submit the original reprint of the published article and a photocopy of the front cover of the journal. He/she should simultaneously submit a copy to the Member Secretary, Medical Education Unit.
5. The research publication will be brought before the Evaluating Committee consisting of
  - HOD, Microbiology – Chairman
  - HOD, Anatomy - Member
  - HOD, Com.Med. - Member
  - HOD, Medicine - Member
  - HOD, Surgery - Member
  - The Member Secretary, IEC will be the Member Secretary Evaluation Committee.
6. The committee members should reveal the conflict of the interest at the start of the meeting and in such a case, the concerned member/s should remain abstained from the proceeding for that publication.
7. The committee will submit its recommendation to the Head of the Institution for approval of the award.
8. The amount of remuneration in first submission and approved publication will be Rs. 5000/- and any further publication by the same recipient authors will get Rs. 1000/- each to the maximum of four publication.
9. The first author of the publication must be from the institute. In case of a multicentre study, even one of the authors from institute will be considered as first/second author as the case may be. He/she will also be entitled for remuneration as per clause 1. above.
10. The publication from a research work done with financial support of national/ international agencies i.e. ICMR, CSIR, etc will also be considered for remuneration on these guidelines
11. On approval, in case of SINGLE author from the institute will get 100% remuneration.

Cont: - 2 .

12. In case of MULTIPLE authors from the institute, of the same publications, once approved, will share the remuneration as follows:-
- a) 25% to lead (first) author
  - b) 25% to corresponding author
  - c) In case the lead (first) author and the corresponding author is the same individual he/she is entitled for 25% of the remuneration.
  - d) The rest of the remuneration amount will be shared equally amongst all authors (including first and the corresponding).

  
Dr.(Prof.) R.N.Salhan  
Pro VC, SMU & Dean ,SMIMS

For Standard distribution.