

Instruction for Online Application Submission

1. Applicants may refer SIRO guidelines at <https://dsir.gov.in/#files/12plan/bird-crf/siro.html> for the scheme details.
2. For Online Applications, applicants are advised to keep required information and documents ready for upload. Form fields of the applications are mentioned below this document for ready reference.
3. For submission, the applicant shall be taken to the service plus portal at <https://serviceonline.gov.in/dbt>
4. The applicant shall first have to register for accessing the schemes on the service plus portal.
5. **For the SIRO scheme, applicants are required to register in the name of the organization. Applicant organization name should preferably be the parent Legal entity with the research achievements of all the institutions operating under the legal entity and the recognition is valid for all.**
6. After registering, the applicant organization can log in with the registered login credentials.
7. After log in, SIRO scheme can be reached through Apply for Services --> View all Available services --> SIRO (Search SIRO for quick access)
8. After submission, the applicant organization will receive an Acknowledgement receipt where it will have the Application Reference Number (App Ref No.).
9. Applicant may check the application status as: Login --> View Application status --> Track Application status --> App Ref No. --> Get Data.
10. It's advisable to keep saving data by clicking on DRAFT while filling the form.
11. Once it saves in Draft, applicant will get a pop-up notifying App Ref No.
12. This App Ref No. will be used to further track the Draft Application as: View status of Application --> View Incomplete Application.
13. Applicants can manage the profile after registering.
14. The applicant is required to fill all the required fields and upload all the relevant documents.
15. Applicants are advised to observe patience as draft saving/submission may take little time on many occasions.
16. The auto-fill fields have to be clicked for proper insertion.
17. All attachments to the online applications must be in the .pdf file format only.
18. DSIR reserves the right to summarily reject the application at any stage, if it is convinced that the application is not properly filled or the relevant information is not provided.
19. For any queries regarding the submission of online proposals under SIRO, please write to: query-siro@gov.in
20. Form fields of the applications are appended below.

Government of India
Ministry of Science and Technology
Department of Scientific and Industrial Research
Technology Bhavan, New Mehrauli Road New Delhi - 110 016

Scientific And Industrial Research Organization - SIRO

1.

1. Application is for

(a) Fresh Recognition



2. Name and address of the Organization

2. Name, Address and Permanent Account Number (PAN) of the Organization *

2.1 Name of Organization *

2.2 Organization Type *

Please Select



Whether Government Organization/Institute ? *

NO



PAN number *

Upload copy of PAN *

Additional doc

Choose File

No file chosen

Darpan Id

Upload copy of Registration (Darpan Id)

Additional doc

Choose File

No file chosen

Upload family tree of Legal Entity *

Additional doc

Choose File

No file chosen

2.3 Registered Office *

Address Line 1 *

Address Line 2

Address Line 3

Country *

Please Select 

State *

Please Select 

District

Please Select 

Postal / Zip Code *

E-Mail *

Mobile Number *

Correspondence address same as Registered Office address ? Same

2.4 Address for correspondence *

Address Line 1 *

Address Line 2

Address Line 3

Country *

Please Select 

State *

Please Select 

District

Please Select 

Postal / Zip Code *

E-Mail *

Mobile Number *

2.5 List of independent Institutions under the organization (e.g. different colleges under educational Society/Trust etc.)

S.No Name of Institution Place

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

3. Information about R and D Center(s)

3.1 SIRO R&D Center(s)

S.No SIRO R&D Center

<input type="text"/>	<input type="text"/>
----------------------	----------------------

<input type="text"/>	<input type="text"/>
----------------------	----------------------

3.2 Name of the officer-in-charge of the Laboratory/ R&D Center(s) *

3.3 Designation of the officer-in-charge of the Laboratory/ R&D Center(s) *

3.4 Address of the officer-in-charge of the Laboratory/ R&D Center(s) *

Address Line 1 *

Address Line 2

Address Line 3

Country *

Please Select 

State *

Please Select 

District

Please Select 

Postal / Zip Code *

E-Mail *

Mobile Number *

4. Legal status of the organization

4. Legal status of the organization and Date of Registration

Legal Status *

Please Select 

Organization Name of the Legal entity *

Date of Registration *



Registration Documents * 

Additional doc

Choose File No file chosen

MOA, AOA / Trust Deed etc * ?

Additional doc

Choose File No file chosen

Annual Reports of last 3 years * ?


Additional doc

Choose File No file chosen

5. Research Undertaken

5.1 Objectives of Research being taken *

5.2 Whether objective of undertaking of research specified in MOA/AA/Trust deed ? *

Please Select 

6. Source of income details

6.1 Sources of income of the organization *

6.2 List of 10 major donors along with the donation amount in lakhs * ?

S.No *	Donor Name *	Donation Amount (in Lakhs) *	Purpose *
--------	--------------	------------------------------	-----------

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------	----------------------

6.3 Have Your Organizations received Foreign Contributions ? *

YES 

6.3.1 Details of Sources *

6.3.2 Upload Copy of Registration Certificate by the Ministry of Home Affairs under Foreign Contributions Regulation Act * ?

Additional doc

Choose File No file chosen

6.4 Are you notified by the CBDT under 35(l)(ii)/35(l)(iii) ? *

YES 

Upload the copy * ?

Additional doc

Choose File No file chosen

6.5 Upload other approvals like 80(G) of IT Act / section 3, 2(f), 12(B) of UGC Act / University Affiliation Letter / University approval as Research Centre, ethical and any other applicable approval(s)

S.No	Other Approvals - Details
------	---------------------------

<input type="text"/>	<input type="text"/>
----------------------	----------------------

<input type="text"/>	<input type="text"/>
----------------------	----------------------

Upload above mentioned Approvals [?](#)

Additional doc

Choose File No file chosen

7. Income and Expenditure

7.1 Are you maintaining separate accounts for scientific research ? *

Please Select ▼

7.2 Details of income and expenditure incurred on research and development during the last 3 years *

YEAR - 1 *

Ple ▼

Income *

Income (in Lakhs) *

	Grants *	Donations *	Project(s) related *	Foreign Contribution *	Testing *	Others *	Total Income (in Lakhs) *
For R&D Activi	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
For Non R&D /	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Income	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Expenditure *

Expenditure (in Lakhs) *

	Revenue expenditure other than salaries *	Capital *	Salaries *	Others *	Total Expenditure (in Lakhs) *	Percentage Expenditure
For R&D Activi	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
For Non R&D /	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Expendit	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Upload relevant page from Account statement / Balance sheet of Legal entity (and Institution if so) * [?](#)

Additional doc

Choose File No file chosen

Upload IT Returns * [?](#)

Additional doc

Choose File No file chosen

YEAR - 2 *

Please ⌵ ▼

Expenditure *

Expenditure (in Lakhs) *

	Capital *	Revenue expenditure other than salaries *	Salaries *	Others *	Total Expenditure (in Lakhs) *	Percentage Expenditure
For R&D Activi	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
For Non R&D /	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Expendit	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Upload relevant page from Account statement / Balance sheet of Legal entity (and Institution if so) * ?

Additional doc

Choose File No file chosen

Upload IT Returns * ?

Additional doc

Choose File No file chosen

8. Investments Clause (Investments should be strictly in accordance with the provisions contained in the I.T. Act. 1961/2017)

8.1 Date as of which following information is provided

8.2 Is investment clause as per section 11(5) of IT Act ? If YES , please specify *

Please Select ▼

Details (Amount in Lakhs)

Fixed deposits with scheduled banks	Fixed deposits with companies	In Securities	In shares , debentures	Cash in Hand	Others
-------------------------------------	-------------------------------	---------------	------------------------	--------------	--------

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------	----------------------	----------------------	----------------------

9

9. Whether accounts of the Organization are audited ? *

Please Select ▼

10. R and D facilities available for Research

10.1 Land, building and area earmarked for R&D Activities *

Total Land & Building area for R&D *

Total Land & Building Area	Total Land area (in acres) *	Total Built up area (in Sq. m) *
----------------------------	------------------------------	----------------------------------

Total Land & Building area:

Total Land & Building area:

Details of upto 20 Major R&D Equipments *

S.No *	Equipment Type *	Name of Particulars *	Year of Purchase *	Cost of Equipment (Rs in Lakhs) *
--------	------------------	-----------------------	--------------------	------------------------------------

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------	----------------------	----------------------

Total worth of all R&D equipments (in Lakhs) *

Upload full list of all R&D equipments * 

Additional doc

Choose File No file chosen

11. Managing Committee

11. Composition of Managing Board/Governing Board/Managing Committee * 

S.No *	Name *	Profession / Occupation *	Designation *	Official Address *	E-Mail *	Mobile Number *
--------	--------	---------------------------	---------------	--------------------	----------	-----------------

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------

Whether there is a separate governing body ? * 

Please Select



Composition of Governing Body [?](#)

S.No	Name	Profession / Occupation	Designation	Official Address	E-Mail	Mobile Number
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

12. Research Advisory Board

12. Composition of Research Advisory Board (Furnish copies of letters of acceptance) * [?](#)

S.No *	Name *	Designation *	Internal/ External *	Organisation *	Official Address *	E-Mail *	Mobile Number *	Letter of Acceptance *
<input type="text"/>	<input type="text"/>	<input type="text"/>	Plē <input type="button" value="v"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	F <input type="button" value="v"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	Plē <input type="button" value="v"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	F <input type="button" value="v"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	Plē <input type="button" value="v"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	F <input type="button" value="v"/>

Upload Letter(s) of Acceptance * [?](#)

Additional doc

Choose File No file chosen

13. Staff engaged in Research

Staff engaged in research *

Qualification	Full - Time *	Part - Time *	Total *
PhD (R&D)	<input type="text"/>	<input type="text"/>	<input type="text"/>
ME/M.Tech	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other PG(s)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other Staff	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total (R&D)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Non R&D	<input type="text"/>	<input type="text"/>	<input type="text"/>
Grand Total	<input type="text"/>	<input type="text"/>	<input type="text"/>

14. Areas of Research

14. Areas of Research Undertaken *


15. Past Research Programmes

Total number of Research programmes completed in last 3 years *

Details of upto 10 best past (completed) research programmes (in last three years) *

S.No	Title and Scope of Project	Sponsoring Agency if any	Project Leader	Year in which Started *	Year of Completion *	Duration in months	Capital (in Lakhs) *	Recurring (in Lakhs) *	Total (in Lakhs) *	Foreign Exchange (in INR)	Remarks
------	----------------------------	--------------------------	----------------	-------------------------	----------------------	--------------------	----------------------	------------------------	--------------------	---------------------------	---------

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Upload complete list of Research programmes completed in last 3 years and any other details * 

Additional doc

Choose File No file chosen

16. On-going Research Programmes

Total number of ongoing research programmes *

Details of upto 10 best on-going research programmes *

S.No *	Title and Scope of Project *	Sponsoring Agency if any *	Project Leader *	Year in which Started *	Duration in months *	Capital (in Lakhs) *	Recurring (in Lakhs) *	Total (in Lakhs) *	Foreign Exchange (in INR)	Remarks
--------	------------------------------	----------------------------	------------------	-------------------------	----------------------	----------------------	------------------------	--------------------	---------------------------	---------

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Upload complete list of ongoing research programmes and any other details * [?](#)

Additional doc

Choose File No file chosen

17. Scientific Research Achievements

17.1.1 Research Papers & Articles *

S.No *	Year *	No. of Research Papers/Articles etc. *
--------	--------	--

<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Upload year-wise lists * [?](#)

Additional doc

Choose File No file chosen

17.1.2 Bibliographic Details of 10 Best Publications made during last 3 years *

S.No *	Details *
--------	-----------

<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

Upload full reprints of above 10 publications * [?](#)

Additional doc

Choose File No file chosen

17.2.1 Books/Book-Chapters etc

S.No	Year	Number of Books/Book-Chapters etc.
------	------	------------------------------------

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

Upload year-wise lists [?](#)

Additional doc

Choose File No file chosen

17.2.2 (Books/Book-Chapters etc) Details upto 10 best publications made during last 3 years.

S.No	Books/Book-Chapters etc. Details
------	----------------------------------

<input type="text"/>	<input type="text"/>
----------------------	----------------------

<input type="text"/>	<input type="text"/>
----------------------	----------------------

Upload best publications [?](#)

Additional doc

Choose File No file chosen

17.3. New products/processes/methods/techniques developed

17.3. New products/processes/methods/techniques developed (10 Best)

S.No	Details
------	---------

<input type="text"/>	<input type="text"/>
----------------------	----------------------

<input type="text"/>	<input type="text"/>
----------------------	----------------------

Upload complete List [?](#)

Additional doc

Choose File No file chosen

17.4. Improvements in existing products/processes/methods/techniques

17.4. Improvements in existing products/processes/methods/techniques (10 Best)

S.No	Details
------	---------

<input type="text"/>	<input type="text"/>
----------------------	----------------------

<input type="text"/>	<input type="text"/>
----------------------	----------------------

Upload complete List [?](#)

Additional doc

Choose File No file chosen

17.5. Societal outcome of the R&D activities undertaken

17.5. Societal outcome of the R&D activities undertaken

S.No Details

<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

Upload complete List [?](#)

Additional doc

Choose File No file chosen

17.6. Import substitution (Give estimate of foreign exchange saved or likely to be saved per annum)

17.6. Import substitution (Give estimate of foreign exchange saved or likely to be saved per annum)

S.No Details

<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

Upload complete List [?](#)

Additional doc

Choose File No file chosen

17.7. Linkages with industry-projects carried out on their behalf (Give details)

17.7. Details

S. No Name of Industry Details

S. No	Name of Industry	Details
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Upload complete List [?](#)

Additional doc

Choose File No file chosen

17.8. Indicate particulars of patents filed/granted, if any

17.8.1. Patent Details *

Total number of Patents filed * Total number of Patents granted *

<input type="text"/>	<input type="text"/>
----------------------	----------------------

17.8.2. Indicate particulars of patents filed/granted, if any

S.No	Year	Application Number	Details	Status
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	F <input type="button" value="v"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	F <input type="button" value="v"/>

Upload complete List of Patents [?](#)

Additional doc

Choose File No file chosen

17.9. Whether products/processes/methods/techniques mentioned in (17.1) and (17.2) above have been commercialized or implemented ? [?](#)

Please Select

17.9. Details

S.No Implementing/Commercial Agency Details

<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

17.10. Collaborations/ Awards and Recognitions (Both National and International Awards)

a. Total number of National awards

17.10.1. National Awards (10 Best)

S.No National Award Details (important 10)

<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

Upload complete list [?](#)

Additional doc

Choose File No file chosen

b. Total number of International awards

17.10.2. International Awards (10 Best)

S.No International Award Details (important 10)

Upload complete list [?](#)

Additional doc

Choose File No file chosen

18. Future Research Programmes

Total number of research programmes planned to be undertaken during the next 3 years *

. Details of upto 10 best research programmes planned to be undertaken during the next 3 years *

S.No	Title and scope of project	Sponsoring Agency if any	Project leader	Proposed start	Duration in months	Capital (in lakhs)	Recurring (in lakhs)	Total (in lakhs)	Foreign Exchange (in INR)	Remarks	Specified equipment to be purchased	Specialized material
------	----------------------------	--------------------------	----------------	----------------	--------------------	--------------------	----------------------	------------------	---------------------------	---------	-------------------------------------	----------------------

Upload complete list of research programmes planned to be undertaken during the next 3 years and any other details * [?](#)

Additional doc

Choose File No file chosen

19. Details of Seminars , Conferences , Workshops , Training Courses conducted during the last 3 years

Details

S.No	Year	Number of Seminars , Conferences , Workshops , Training Courses conducted during the last 3 years
------	------	---

Details of Seminars , Conferences , Workshops , Training Courses conducted during the last 3 years

S.No Details (10 most important)

<input type="text"/>	<input type="text"/>
----------------------	----------------------

<input type="text"/>	<input type="text"/>
----------------------	----------------------

Upload year- wise lists [?](#)

Additional doc

Choose File No file chosen

20. PPT, Video and Any other Information(s)

Upload PPT about the Organization and R and D facilities * [?](#)

Additional doc

Choose File No file chosen

Paste URL link to access walk-in video of the Organization and R and D facilities *

Any other Information Details(s)

Upload the relevant document(s) [?](#)

Additional doc

Choose File No file chosen

Declaration

I hereby certify to the best of my knowledge and belief that all the particulars furnished above are correct and complete. I agree to comply with the terms and conditions of the recognition as laid down by the Department of Scientific and Industrial Research, Ministry of Science and Technology, New Delhi and violation of the same may lead to de-recognition automatically. *

I Agree

Signature (To be signed by M.D./Chief Functionary / Head of the organization) * [?](#)

Choose File No file chosen



Name

Signatory *

Please Select ▼

Designation

Address Line 1 *

Address Line 2

Address Line 3

Country *

State *

District

Postal / Zip Code *

E-Mail *

Mobile Number *

Additional Details

Apply to the Office *

Word verification



Please enter the characters shown above

 Draft

 Submit

 Close

 Reset