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Govt. of N.C.T. of Delhi
DELHI TECHNOLOGICAL UNIVERSITY
(Formerly Delhi College of Engineering)
Shahbad Daulatpur, Bawana Road-Delhi-42

F. No. DTU/IRD/Award/2021/02/2311

Date: 29/01/2024.

To
All the HoD's
Delhi Technological University
Delhi

Dear Sir/Madam,

Please find enclosed a Performa for "Application for Award for Citations for Researchers of Delhi Technological University" with a request to circulate the same among the faculty members of your department for necessary action. The complete and filled up applications in Google Form <https://forms.gle/HRVoA3iwdbhkGzG47> along with enclosures (Proofs from Scopus website) must be submitted online latest by 06th February, 2024. In addition, the summary sheet duly forwarded by HOD must reach to the office of the undersigned latest by 06th February, 2024 upto 05.00 P.M., after the last date, it will not be possible to entertain any application as the meeting to examine/vet the applications to be held on very next day i.e., 07th February, 2024.

[Handwritten signature]
29/01/24

(Prof. A.K. Sahu)
Dean (IRD)

Date: 29/01/2024.

F. No. DTU/IRD/Award/2021/02/2311

Copy to

1. PS to the Hon'ble Vice Chancellor, DTU
2. Dean-IRD
3. Registrar
4. Head, Computer Centre with a request to upload the same on the DTU's website
5. All HoD's.

(Prof. A.K. Sahu)
Dean (IRD)

Date:

To,

The Associate Dean (IRD)
Delhi Technological University
Shahbad Bawana Road,
Delhi-1100042

**Subject: Application for Award for Citations for Researchers of Delhi Technological University
(Attach proofs wheresoever necessary)**

Dear Sir,

This is in reference to guidelines for the award consisting of a Certificate/Citation for impact and influence measured in terms of citations earned by the researchers of Delhi Technological University for their published research work

I hereby wish to apply for the award as per the notification F.DTU/IRD/Award/2021/01 dated 22.01.2021.

1. Please tick ✓ the category to which applicant is seeking consideration for award:

- (A) Yearly Citation Award (Early Research Impact and Influence Award) ()
- (B) Cumulative Citation Award (Platinum/Gold/Silver)
- (C) Highly Cited Paper Award ()

I hereby declare that:

In case of **Highly Cited Paper Award**, there was no APC charges levied by the journal for publication of the papers.

I hereby declare that the above claim is being made by me as per guidelines issued vide letter No. F.DTU/IRD/Award/2021/01 dated 22.01.2021. In case of any violation, I will be held responsible and DTU will free to take appropriate action and certificate of merit will be liable to be recovered from me.

Signature of Faculty/Student.....
Name of Faculty/Student:...
Department:
Emp. Code:.....
Mobile No.....

On the basis of above information, I hereby endorse that I have verified all the above details and forward the same.

**Signature of HoD.....
Name of HoD**

IMPORTANT: PLEASE CLEAN YOUR SCOPUS PROFILE BY REMOVING PUBLICATIONS NOT AUTHORED BY YOU BEFORE FILLING THE FORM, SINCE IT IS A MANDATORY REQUIREMENT FOR THIS AWARD.



DELHI TECHNOLOGICAL UNIVERSITY

Established under Govt. of Delhi Act 6 of 2009
(Formerly Delhi College of Engineering)
BAWANA ROAD, SHAHBAD DAULATPUR, DELHI-42

No. F.DTU/IRD/Award/2021/01

Date: 22.01.2021

NOTIFICATION

In exercise of the powers conferred under sub-section (1) of Section 23 of the Delhi Technological University Act, 2009 (Delhi Act 6 of 2009), the Board of Management of Delhi Technological University in its 40th meeting held on 22.01.2021 vide agenda number 40.6 approved the Constitution of Award consisting of a Certificate/Citation for impact and influence measured in terms of citations earned by the researchers of Delhi Technological University for their published research work. The guidelines are as under:

The certificate of merit shall be awarded to the researchers of Delhi Technological University in the recognition of the impact and influence of the published research work and to motivate individual excellence in research.

1. Definitions:

- i. **“University”** shall mean Delhi Technological University (DTU), Delhi.
- ii. **Faculty Member of the University:** An individual who is a full-time faculty member of the University.
- iii. **University Student:** An individual who is registered for any degree in the Delhi Technological University.
- iv. **Researcher:** An individual who is either a faculty member of the university or a student involved in the research.
- v. **Call of applications:** first week of January each year
- vi. **Assessment year:** year for which the researchers will be assessed
- vii. **Citation year:** year for which the citations shall be counted (assessment year**-2)
- viii. **Referred years:** shall be (assessment year -1) & (assessment year -2)

2. Cumulative Citation Award

The cumulative citation award shall be considered annually by a committee constituted for the purpose of evaluation of the proposals from the eligible researchers of the university. The awards in each of the following categories shall be considered once in the lifetime of the researcher.

1. Category 1: Platinum

Any researcher of the university obtaining cumulative citations as reported upto 31st December of the citation year (*assessment year-2***) either more than 5000* or, 10%* of the total cumulative citations of the university in referred years (cumulative sum of citations in citation year & citation year+1), whichever is higher, on Scopus.

2. Category 2: Gold

Any researcher of the university obtaining cumulative citations as reported upto 31st December of the citation year either more than 2500* or, 5%* of the total cumulative citations of the university in referred years, whichever is higher, on Scopus.

3. Category 3: Silver

Any researcher of the university obtaining cumulative citations as reported upto 31st December of the citation year either more than 1250* or, 2.5%* of the total cumulative citations of the university in referred years, whichever is higher, on Scopus.

If a researcher receives an award in any of the above categories, he/she may be awarded in the next higher category as and when he/she becomes eligible for the same. In one calendar year, the faculty will receive only a higher category award corresponding to maximum citations. Once a researcher has received an award in a higher category, he/she will not be eligible for an award in the lower category.

3. Highly Cited Paper Award

This award shall be granted annually to the papers published in journals by the researchers satisfying the following conditions:

1. The paper should be in affiliation with DTU as first/second/corresponding author and,
2. Any researcher of the university obtaining cumulative citations as reported upto 31st December of the assessment year minus one with citations more than twice* the h-index of DTU, on Scopus, as on 31st December of the assessment year minus one and,
3. The paper should be SCI/SCIE/SSCI indexed and,
4. There are no Article Processing Charges (APC) paid for publishing the paper. This excludes journals that charge extra page charges and colour print charges.

A particular paper shall be awarded once in the lifetime of a researcher.

4. Yearly Citation Award

The yearly citation award shall be considered annually by a committee constituted for the purpose of evaluation of the proposals from the eligible researchers of the university.

Early Research Impact and Influence Award

1. Any researcher of the university, obtaining total citations (*assessment year-2***) above 200* in the citation year as reported on Scopus and,
2. The researcher should be on the roll of the university in the citation year (i.e. assessment year-2).

* *The number may change from time-to-time as approved by Vice Chancellor and recommended by Dean IRD.*

** *For example, the award is to be granted in the year 2021, then the assessment year will be 2021 and the citation year shall be 2019 and the period shall be 1st January 2019 to 31st December 2019. The referred years shall be 2020 & 2019.*

NOTES:

- i. All the publications considered for the count of total citations must be authored by the researcher claiming the award, otherwise, he/she will be debarred for participation in the award for three years.
- ii. All information will be taken from Scopus (or any other agency as decided by the university from time-to-time) for evaluation of the citations.
- iii. In case of Highly Cited Paper Award, if there are multiple corresponding authors in a given journal publication and the applicant is neither first nor second author, then the author occurring first amongst the corresponding authors shall be considered for this award.
- iv. In case of Highly Cited Paper Award, if multiple applications for the same journal paper are received, then the application of author occurring first in the author list shall be considered for this award. However, other authors affiliating to Delhi Technological University shall be eligible for the certificate of merit.
- v. The current/present impact factor, indexing (SCI, SCI expanded & SSCI) and similar information will be taken from Clarivate analytics for evaluation of the papers. Further, the undertaking regarding Article Processing Charges levied by the journal shall be taken by the applicant.
- vi. Power to remove difficulties: If any difficulty arises in giving effect to the provisions of these guidelines, the Vice Chancellor may make such provisions, not inconsistent with the provisions in these guidelines, as appear to be necessary or expedient for removing the difficulty.



(Prof. Samsher)
Registrar

Copy to:

1. PS to the Hon'ble Vice Chancellor, DTU for kind information
2. All Deans
3. Registrar, DTU
4. Dean IRD
5. Associate Dean, IRD
6. All HoDs for wide circulation among the faculty and students of their department
7. Head Computer Centre with a request to upload on website
8. Guard File