

University of Hyderabad

O/o Dean, Students' Welfare
Fellowships and Scholarships Section

No. UH/DSW/FSS/CSIR-FMS/2021/ 669

April 26, 2021

CIRCULAR

Sub: CSIR New Fellowship Management System (CSIR New FMS) portal – Online Attendance System – Reg.

The Council of Scientific and Industrial Research (CSIR) – HRDG have come up with a new Fellowship Management System through which the Monthly online attendance of CSIR Fellows shall be initiated through the University (Institute) registered login ID.

The University has completed its registration on CSIR FMS portal and authorized the Section Officer/Incharge and Office Assistant of this Section to perform the roles of CHECKER/NODAL OFFICER and MAKER respectively to work on the System.

Firstly, the CSIR fellows of the University are hereby advised to get registered and log into this portal and verify, update and submit the registration details for Institute approval. Please see the Manual on Existing Fellow Registration Process on NEWFMS portal at <https://www.newfms.ncl.res.in>.

If any modifications/corrections are required kindly bring them to the notice of this Section, by an email fss-dsw@uohyd.ac.in under a copy to the Nodal Officer cskad@uohyd.ernet.in so that the MAKER shall initiate to update the data, in coordination with the CSIR-HRDG, if necessary, for approval of the CHECKER.

Through this NEWFMS portal the CSIR Fellows can check their status of Fellowship Bills processed for payment as well as Contingency claim bills from August 2019 onwards. Due to transformation to this NEWFMS portal of online attendance, the present procedure of forwarding the offline monthly Grants-in-Aid claim bills of Fellowships of respective CSIR Fellows may be dispensed with by the CSIR in near future. The University is being forwarding these Grants-in-Aid Claim Bills to the CSIR-HRDG for payment of respective Fellow based on the monthly Continuation / HRA Certificate that he/she is continuously working for the period, issued by the Supervisor and forwarded by the respective Dean / Head.

The main module on this NEWFMS portal is updation of monthly online attendance by 20th of every month, based on which the Monthly Fellowships/HRA shall be updated by the University thereby facilitates the CSIR-HRDG to make regular payment of Fellowships. Therefore, for updating the online attendance on the portal, all the CSIR Fellows shall necessarily submit their continuation/HRA certificate along with Non-Boarder Certificate, duly certified by the Supervisor and forwarded by the Dean of the School / Head of the Department, for the preceding month latest by 5th of every month by email to fss-dsw@uohyd.ac.in. If any of the Fellow avail entitled Leave during the period, the Supervisor shall communicate the same to this Section, for updation of leave period on the portal.

Non-submission of continuation certificates on time may cause delay in payment of Fellowships, hence all concerned are hereby advised to adhere to the time limits and make use of this NEWFMS portal for getting regular payments.



26.4.21

Deputy Dean, Students' Welfare

To
All concerned

Copy to:

1. Pro-Vice-Chancellor-1 & 2
 2. All Deans of Schools / Heads of Departments / Centres
 3. Dean, Students' Welfare
 4. Controller of Examinations
 5. Finance Officer
 6. Deputy Registrar (Finance & Accounts)
 7. Deputy Registrar (Acad. & Exams.)
 8. O.S.D., O/o the Vice-Chancellor
 9. P.S. to Registrar
 10. Director, CC and CNF - with a request to arrange to forward the circular to all concerned through INTRANET.
- Webmaster - with a request to upload the Circular on the University website.