

## Leadership Development Programme in Science & Technology (LEADS)

### Programme Overview

The Leadership Development Programme in Science and Technology (LEADS) is designed for scientists working in the field of science and technology in various laboratories. The goal of the programme is to build the capacities of participating scientists for leadership and good governance in scientific institutions/ laboratories and expose them to the latest knowledge and skills to manage these institutions/ laboratories for maximum outputs to meet national priorities and goals.

“

*The future will be shaped by societies that invest in science and innovation. One has to invest in science and innovation well in advance.*

Shri Narendra Modi  
Hon'ble Prime Minister

”

The programme will enhance the leadership capacity of scientists in the age group of 40–50 years and enable them to assume leadership roles in future in the field of science and technology. It is open to scientists with promising research credentials from various scientific institutions like DST, DBT, CSIR, ICMR, DAE, DRDO, ICAR, and other laboratories/ institutions.

The one-week (7 days) fully residential programme will be held at INSA, New Delhi, and is designed to provide exposure to scientists to take up leadership roles in future. Throughout the programme, participants will gain a deep understanding of various topics, like institution building, statutory functions, governance,

excellence in research, management, gender/ diversity issues, Scientometrics, recruitment and mentoring of scientific human resources, industry-laboratory collaboration, financial management, interpersonal relations, national needs, resource generation, administration, digital governance, etc. Participants will also be exposed to challenges that they are expected to face in science & technology administration. They will also learn how to lead teams effectively, manage resources, and develop strategies to achieve organizational



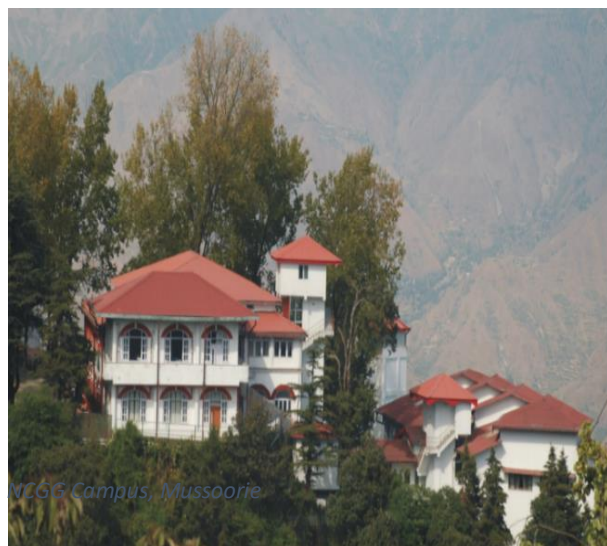
goals. In addition, efforts will be made to build their capacities to handle stress, build effective teams, and manage conflicts that may arise within organizations.

### About NCGG

The National Centre for Good Governance (NCGG) was set up in 2014 by the Government of India as an apex-level autonomous institution under the auspices of the Ministry of Personnel, Public Grievances and Pensions. The Centre traces its origin to the National Institute of Administrative

Research (NIAR), which was set up in 1995 by the Lal Bahadur Shastri National Academy of Administration (LBSNAA), the Government of India's topmost training institute for civil services. NIAR was subsequently rechristened and subsumed into NCGG.

NCGG deals with a gamut of governance issues from local, state to national levels, across all sectors. The Centre is mandated to work in the areas of governance, policy reforms, capacity building and training of civil servants and technocrats of India and other developing countries.



*NCGG Campus, Mussoorie*

It also works as a think tank. NCGG has its head office in New Delhi and a campus in Mussoorie.

### About INSA

At the behest of the Government of India, the Indian National Science Academy (INSA) was established to foster excellence in science. Its mandate is to promote science in India, identify and nurture scientific talent, and leverage scientific knowledge for the betterment of humanity and the country's welfare. For more than eight decades, INSA has served as an enabler, a think tank, and a mentor for Indian science, prioritizing service to society. INSA Leverages the collective knowledge resources of its 1,000+ fellows who specialize in various branches of

science, including physical, chemical, biological, agricultural, medical, and inter-disciplinary sciences, and the history of science.

The academy organizes seminars, conferences, workshops, training programmes, and lectures that address issues of national and societal significance, leveraging the scientific expertise of its Fellows. Through its Inter-academy activities, INSA conducts refresher courses and training programmes for teachers and has released several reports, policy papers, books, and journals.

### Programme Outline

The objective of the course is to equip future science and technology leaders with skills in the field of science, technology and innovation and is designed for scientists who have the potential to play a leadership role in the future. Each session in this 7-day programme would combine lectures and discussion, including case studies.

The aim is to build the capacity of participants and prepare them for the challenges faced at leadership positions.

The course focuses on the following areas:

#### A. Scientific Leadership:

- i.) Envisioning and pursuing excellence;
- ii.) Research priorities, resource prioritization, and delivery using public funds;
- iii.) Aiming for top 100 ranking for Indian Research Institutes and identifying criteria for improvement;
- iv.) Effective publication in high-impact journals and improving H-Index scores;
- v.) Use of new technologies such as AI and blockchains;
- vi.) Scientometrics and impact; and
- vii.) Leveraging national and international collaborations.

#### B. Administration and Establishment:

- i.) Office procedure, e-office and file management;

- ii.) Legal matters, including affidavits and court cases;
- iii.) Vigilance administration, complaints handling, and conducting enquiries;
- iv.) Recruitment and mentoring, gender and diversity issues, and conflict management;
- v.) Sexual harassment and Vishaka guidelines;
- vi.) Scientific performance monitoring, service to society, and APAR writing;
- vii.) Parliamentary accountability, including Parliamentary Standing Committee, Parliament Questions, and Discussions in Parliament; and
- viii.) RTI and proactive disclosure.

**C. Financial Management, Accounting and Audit:**

- i.) Resource generation, financial management, and fund utilization;
- ii.) Project planning, management, and monitoring;
- iii.) The role of leadership in industry-laboratory collaboration and incubation;
- iv.) GFR and delegation of powers;
- v.) Procurement of works and services, tendering, and GeM;
- vi.) Handling public money, including approval procedures;
- vii.) Auditing;
- viii.) Basics of accounting procedures and PFMS; and
- ix.) Patenting, royalties, and processing fees.

**D. Management:**

- i.) Institutional leadership and team building;
- ii.) Effective communication, including media and social media, and outreach;
- iii.) Project management, including critical path management;
- iv.) Project writing, cost estimates, and logical framework approach;
- v.) Business process management;
- vi.) Industry-laboratory collaboration and incubation; and

- vii.) Statutory functions, effective management, and legal issues in science and technology.

**Connect with world-class experts**

Distinguished leaders with extensive experience in the scientific community, government, public policy, administration, innovation, and industry, both nationally and internationally, will be invited to deliver lectures and engage with the participants.

**Budget**

NCGG and INSA will collaborate to organize this training programme. Sponsoring laboratories, institutions, and departments will be responsible for covering the travel costs of their participants, while the organizers will cover all other expenses such as boarding, lodging, and local transport. INSA will provide classroom facilities and will also be responsible for covering the costs related to the resource persons, including their travel, lodging, local transport, and honorarium.

“  
*Science is at the core of our efforts towards socio-economic transformations.*  
Shri Narendra Modi  
Hon’ble Prime Minister  
”

**Course Fee**

An amount of 50,000 (Fifty Thousand Rupees) is to be deposited by the sponsoring organization for each participant into the account of:

**Indian National Science Academy**

State Bank of India  
Indraprastha Estate,  
Vikas Bhawan, New Delhi – 110 110  
Bank A/c No (Savings): 38427276430  
IFSC Code: SBIN0001187

## Eligibility Criteria

The eligibility criteria for the participants to attend the programme are as follows:



*Indian National Science Academy Campus, New Delhi*

- i.) Be between 40 and 50 years of age;
  - ii.) Have a minimum of three years of experience in administrative positions;
  - iii.) Have a record of impeccable integrity;
  - iv.) Have a high academic standing with at least 30 publications in international journals indexed by SCOPUS; and
  - v.) Have a demonstrated track record of technology development.
- iv.) Leadership, team-building, and administrative capabilities;
  - v.) Innovative and creative thinking, research, and ideation;
  - vi.) Leadership, team-building, and administrative capabilities;
  - vii.) Ability to manage people, handle conflicts and cope with stress; and
  - viii.) Collaboration and partnership-building skills.

Ministries/ Departments/ Institutions interested to nominate their scientists to attend this leadership development programme to send nominations of only those scientists, who fulfill the above-mentioned criteria, in the prescribed forms.

## Evaluation

On receiving the application, participants will be evaluated by a team based on the following criteria:

- i.) Envisioning, strategizing, and decision-making abilities;
- ii.) Project planning, implementation, and financial management skills;
- iii.) Effective communication and presentation skills;
- iv.) A high-quality coloured passport-sized photograph;
- ii.) A detailed professional CV in PDF format;
- iii.) A recommendation letter from the Head of the institution confirming that the candidate will be granted leave to attend the programme, if selected;
- iv.) A forwarding letter from the candidate's headquarters; and
- v.) A signed nomination page from the head of the institution.

## Application Process

To complete the application process, candidates must ensure that they have the following documents ready for final submission:

## Timeline

Last date of application submission	5 <sup>th</sup> June, 2023
Information on the selection of participants	15 <sup>th</sup> June, 2023
Confirmation of participation by & deposition of course fees	30 <sup>th</sup> June, 2023
Programme dates	12 <sup>th</sup> - 18 <sup>th</sup> July, 2023

## Contact

### Course Coordinator

**Prof. Avinash Kumar Agarwal**  
Dept. of Mechanical Engineering,  
Indian Institute of Technology,  
Kalyanpur,  
Kanpur - 208 016  
Tel: 0512-259 0151  
Email: akag@iitk.ac.in

### Co-Course Coordinators

**Shri Sunil Zokarkar**  
Dy. Executive Director, INSA,  
Bahadur Shah Zafar Marg,  
New Delhi - 110 002  
Tel: +91 - 011-23221931-1950  
Fax: 23235648 & 23231095  
Email: insahr@insa.nic.in

### Co-Course Coordinators

**Dr. Gazala Hassan**  
Assistant Professor, NCGG,  
Block IV, 4th floor, Old JNU campus,  
New Mehrauli Road,  
New Delhi - 110 067  
Tel: +91-011-2616 9136 – 39  
Email: gazala.ncgg@gmail.com



[www.insaindia.res.in](http://www.insaindia.res.in)



Indian National  
Science Academy



[insa\\_academy](https://twitter.com/insa_academy)



[www.ncgg.org.in](http://www.ncgg.org.in)



NCGG India



[NCGG\\_Gol](https://twitter.com/NCGG_Gol)