



Website: www.ouat.nic.in
E-Mail: registrarouat@gmail.com
☎-0674-2397424, Fax: 0674-2397424

ଓଡ଼ିଶା କୃଷି ଓ ବୈଜ୍ଞାନିକ ବିଶ୍ୱବିଦ୍ୟାଳୟ, ଭୁବନେଶ୍ୱର, ଓଡ଼ିଶା

ORISSA UNIVERSITY OF AGRICULTURE & TECHNOLOGY,
Bhubaneswar-751003, Odisha



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E-II-II-RC(T)-02/2013- **26061** /UAT.,

dated. 17th December, 2016

CIRCULAR

It is to inform to all concerned that the full time teachers working in OUAT and receipt of UGC scale of pay, who are eligible for promotion in any stage under Career Advancement Scheme (CAS) may apply in prescribed proforma through proper channel as per the approved Guideline and procedure of promotion notified vide Notification No.19500/UAT, dated. 19.08.2014 within 15 days from the date of issue of this circular.

The teachers who have already applied for their promotion as per the above notification, may give additional information to update/ upgrade their application, if they desire so.

The copy of the notification containing approved Guideline and procedure of promotion under CAS on different stages, API score and prescribed application form may be downloaded from OUAT website: **ouat.nic.in**

By Order of the Vice-Chancellor,
Sd/- William Bilung
Registrar

Memo No. **26062** /UAT., dated. 17.12.2016

Copy forwarded to the Dean, C.A / Dean, CVS&AH / Dean, CAET/ Dean of Research / Dean, Extension Education / Dean(I/c), College of Forestry, OUAT/ Associate Deans/ Director, College of Fisheries, Rangeilunda, Berhampur/ Director, College of Home Science/ Director, College of Basic Science & Humanities, OUAT/ all ADRs of RRTTS for information and necessary action.

Sd/-
Registrar

Memo No. **26063** /UAT., dated. 17.12.2016

Copy forwarded to the Director, PME/ Nodal Officer, Internet Cell, OUAT, Bhubaneswar for information with a request to display the same in OUAT website: **ouat.nic.in** for wide publicity.

Sd/-
Registrar

Memo No. **26064** /UAT., dated. 17.12.2016

Copy forwarded to the Comptroller, OUAT, Bhubaneswar for information and necessary action.

Sd/-
Registrar

Memo No. **26065** /UAT., dated. 17.12.2016

Copy forwarded to the Secretary to Vice-Chancellor for kind information of the Hon'ble Vice-Chancellor.

Sd/-
Registrar



Website: www.ouat.ac.in
E-Mail: registrar@ouat.ac.in
☎-0674-2397818 / 919, Fax-0674-2397424

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ORISSA UNIVERSITY OF AGRICULTURE & TECHNOLOGY
Bhubaneswar - 751 003, Odisha

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R.C (T) - 02 / 2013 - **19500** /UAT.,

dated. 19th August, 2014

NOTIFICATION

The Guidelines and Procedure formulated in UGC Regulation-2010 for promotion of Teachers/ Scientists in different stages under Career Advancement Scheme (CAS) as communicated by the Under Secretary to Government of India, Ministry of Agriculture, Department of Agricultural Research and Education, Krishi Bhawan, New Delhi vide letter No. F.No.1(01)/2009-Per-IV, dated. 02.08.2010 and on recommendation of the Academic Council in their Resolution No.6912, dated. 18.07.2014, the Board of Management has approved the guidelines and procedures for promotion of the teachers/ scientists under Career Advancement Scheme on adopting API based PBAS conditions as laid out in the UGC Regulation-2010 for implementation of the same under this University, keeping liaison with Agriculture Department, Govt. of Odisha vide its Resolution No.3856, dated. 01.08.2014.

A copy of the approved Guidelines/ Procedure for promotion in different stages under Career Advancement Scheme is available in the website **www.ouat.ac.in**

The Teachers/ Scientists of this University, who are eligible for promotion in any stage under Career Advancement Scheme after 31st December, 2008 may apply in the prescribed proforma available in OUAT website alongwith required documents through their controlling officers to the Registrar, OUAT, Bhubaneswar, subject to condition that, process of interview will start after receipt of approval of the Government.

By Order of the Vice-Chancellor,

Sd/- 19.08.2014

Registrar

Memo No. **19501** /UAT., dated. 19th August, 2014

Copy forwarded to the All Deans/ Directors/ Associate Deans/ All Heads of the Department of constituent Colleges of OUAT/ All Associate Director of Research of RRTTS/ All Programme Coordinator of KVKs under OUAT/ Officer-in-charge of all research schemes & stations/ Controller of Examination, OUAT, Bhubaneswar / Chief Librarian, Central Library, OUAT, Bhubaneswar for information and necessary action. Guidelines and procedure of promotion & API score card and prescribed proforma etc. are available in OUAT website : www.ouat.ac.in which may be down loaded and circulated accordingly.

Sd/- 19.08.2014

Registrar

Memo No. **19502** /UAT., dated. 19th August, 2014

Copy to all Assistant Registrars/Accounts Officers /Secretary to Vice-Chancellor/ Audit-cum-Inspection Officer, OUAT, Bhubaneswar for information and necessary action.

Sd/- 19.08.2014

Registrar

Memo No. **19503** /UAT., dated. 19th August, 2014

Copy forwarded to the Comptroller, OUAT, Bhubaneswar for information and necessary action.

Sd/- 19.08.2014

Registrar

Memo No. **19504** /UAT., dated. 19th August, 2014

Copy alongwith copy of the enclosures forwarded to the Additional Secretary to Government, Agriculture Department, Govt. of Odisha, Bhubaneswar for information and necessary action.

Encl : As above

Sd/- 19.08.2014

Registrar

**GUIDELINE AND PROCEDURES OF PROMOTION UNDER
CAREER ADVANCEMENT SCHEME AS PER
UGC REGULATION, 2010**

(Approved by the Board of Management under Resolution No.3856, dated. 01.08.2014)

**(A) Promotion from Stage-1 to Stage-2 (Assistant Professor)
Under Career Advancement Scheme**

- 1 Entry level Assistant Professors (Stage-1) would be eligible for promotion under CAS through successive stage (Stage-2 and Stage-3), provided they are assessed to fulfill the eligibility and performance criteria as laid out in Clause-6.3 of the UGC Regulation-2010.
- 2 An entry level Assistant Professor, possessing Ph.D. degree in the relevant discipline shall be eligible for moving to the next higher grade (Stage-2) after completion of four years service as Assistant Prof.
- 3 An entry level Assistant Professor possessing M.Phil Degree shall be eligible for the next higher grade (Stage-2) after completion of 5 years service as Assistant professor
- 4 An entry level Assistant Professor who does not have Ph.D./ M.Phil shall be eligible for next higher grade only after completion of six years.
- 5 The upward movement from the entry level grade Stage-I to next higher grade Stage-2 for all Assistant Professor shall be subject to the satisfying the API based on PBAS conditions laid down in the UGC Regulation-2010
- 6 Minimum Academic and performance requirement screening/ selection criteria :
 - (a) Minimum API scores using PBAS scoring proforma developed by the University as per the norms in Table-2(a)/2(b) of Appendix-III.
 - (b) One orientation & one refresher/research methodology course of two to three weeks duration.
 - (c) Screening-cum-evaluation process for recommending for promotion.

The Screening-cum-Evaluation committee for CAS promotion for Assistant Professor/ equivalent from one AGP to other higher AGP consists of

- (1) Vice-Chancellor in the Chairperson
- (2) Dean of the concerned Faculty.
- (3) HOD of concerned Department
- (4) One subject expert of the concerned subject nominated by the Vice-Chancellor from the University panel experts.

The quorum for the committee shall be three including one subject expert/ University nominee need to be present

(B) Assistant Professor (Stage-2 to Stage-3)

1. Assistant Professor who have completed five years of service at Stage-2 shall be eligible subject to meeting the API based PBAS requirement laid out in the UGC Regulation to move up to Assistant Professor (Stage-3).
2. Minimum API requirement and screening criteria.
 - (a) Minimum API score using PBAS scoring proforma of the University as in Table-II(a) / II (b) of Appendix-III of UGC Regulation-2010.
 - (b) One course / programme from the categories of refresher courses, methodology, workshop, training, teaching + learning + evaluation technology programme
 - (c) Soft skills development programme and faculty development programme of two/three weeks.
3. Screening-cum-evaluation process for recommending for promotion

The Screening-cum-Evaluation committee for CAS promotion for Assistant Professor/ equivalent from one AGP to other higher AGP consists of

 - (1) Vice-Chancellor in the Chair persons
 - (2) Dean of the concerned faculty.
 - (3) HOD of concerned department
 - (4) One subject expert of the concerned subject nominated by the Vice-Chancellor from the University panel experts.

The quorum for the committee shall be three including one subject expert/ University nominee need to be present

**(C) Assistant Professor (Stage-3 to Stage-4)
Associate Professor**

Assistant Professor completing three years service at Grade-3 / Stage-3 shall be eligible subject to qualifying conditions and the API PBAS requirements prescribed by the UGC Regulation-2010 to move to the next higher Grade/ Stage-4 and to be designated as Associate Professor

- (1) Minimum API score using PBAS scoring proforma developed by the University as per norms at Table-II(a) / II (b) of Appendix-III of UGC Regulation-2010.
- (2) At least three publications in the entire period as Assistant Professor (12 years) provided that such publications shall be provided to the subject experts for assessment before the interview and the evaluation score of the publication provided by the experts shall be factored in to the weightage scores while finalizing the outcome of selection of selection committee
- (3) One course/ programme from among the category of methodology workshop/ training, teaching learning evaluation technology programme, soft skills development programme and faculty development programme of minimum one week duration.
- (4) A selection committee as stipulated in this regulation for recruitment of Associate Professor.
 - (1) Vice-Chancellor in the Chairperson
 - (2) Chancellor Nominee.
 - (3) Three experts of the concerned subject from outside
 - (4) Government Nominee

(D) Professor (Promotion) Stage-4 to Stage-5

Associate Professor completing three years service in Stage-4 and possessing Ph.D. degree in the relevant discipline shall be eligible to be appointed and designated as Professor to be placed in the next higher grade at Stage-5, subject to :

- (1) Satisfy the required credit point as per API based PBAS methodology provided in Table-I to III of Appendix-III stipulated in UGC-2010 regulation and
- (2) An assessment by a duly constituted selection committee as suggested for the direct recruitment of Professor. Provided that no teachers, other than those with Ph.D. shall be promoted or appointed as Professor.
- (3) Minimum yearly / cumulative API Scores using the PBAS scoring proforma developed by the concerned University as per the norms provided in Table-II(A)/ II(B) of Appendix-III. Teachers may combine two assessment period (in stage-2 and 3) to achieve minimum API scores, if require.
- (4) A minimum of five publications since the period that the teachers is placed in Stage-3 provided that such publication submitted by the candidate shall have been published in the period from which teacher was placed as Assistant Professor (Stage-2). Provided, further, that such publication shall be provided to the subject experts for assessment before the interview and the evaluation of assessment by the expert shall be factored into the weightage scores while finalizing the outcome of selection.
- (5) A selection committee process as stipulated
 - (1) Vice-Chancellor in the Chairperson
 - (2) Chancellor Nominee.
 - (3) Three experts of the concerned subject from outside
 - (4) Government nominee

API SCORE FOR **TEACHING** PERSONEL

Sl. No.	Nature of Activity	Maximum score
1.	<p>Lecturers, seminars, tutorials, practical, contact hours undertaken as per percentage of lecturers allocated</p> <p>(a) 1.5 marks for each contact hour taught</p> <p>(b) Student Guide-10 marks for each Masters Degree awarded as Guide, 5 marks to Co-guide/Member of Advisory Board.</p> <p style="text-align: center;"><i>15 marks for each Ph.D. Degree awarded as Guide, 5 marks to Co-guide/Member of Advisory Board.</i></p>	<p>50</p> <p>35.0</p> <p>15.0</p>
2.	Lecturers of other teaching duties in excess of the UGC Norms: 2.0 marks / each contact hour	10
3.	Preparation and imparting of knowledge / instruction as per curriculum: syllabus enrichment by providing additional resources to students / study materials (Lab. Manual, RAWE Manuals, AV aids) – 5 marks	20
4.	Use of participatory and innovative teaching- learning methodologies, updating of subject content, course improvement etc.	20
5.	<p>Examination duties (Invigilation; question paper setting, evaluation / assessment of answer scripts) as per allotment</p> <p>(a) Invigilation duties – 2 marks each (OIC examination will get 6 marks)</p> <p>(b) Question paper setting – 1 marks/ each paper setting</p> <p>(c) Evaluation – UG Paper evaluation- 5 marks per subject PG Paper evaluation- 1 marks per subject</p> <p>(d) External paper setting : 2 marks for each paper</p> <p>(e) External evaluation : 5 marks for each examination</p>	<p>25</p> <p>6.0</p> <p>3.0</p> <p>9.0</p> <p>9.0</p> <p>9.0</p>
Total		125

Minimum scores required - 75

N.B. : The above information shall be furnished by the teachers/ scientists and submitted to the concerned Dean / Director. This will be appraised by the Dean / Director and send to the Registrar, OUAT, Bhubaneswar separately in confidentially.

API SCORE FOR **RESEARCH** PERSONEL

Sl. No.	Nature of Activity	Maximum score
1.	Research and allied activities	50
	(a) <u>Trials / experiments conducts :</u>	
	☞ Main scientist handling the trial- 10 marks/trial	50.0
	☞ Scientist involved as Co-worker in the trial- 5 marks / trial	30.0
	(b) <u>Farm Management / revolving fund activities :</u>	
	☞ Farm Management 5.0 marks/ year	5.0
	☞ Income generated out of Revolving Fund – 2 marks / lakh / year	50.0
	(c) <u>Coordination and compilation of Reports :</u>	
	☞ 5 marks / report / year (university level / Directorate level)	40.0
	☞ 3 marks / report / year (department or AICRP level)	10.0
2.	Monitoring of seed certification / trails of AICRP / diagnostic team visit etc.	10
	☞ Team Leader – 10 marks/ visit/ year	10.0
	☞ Other Members – 4 marks / visit / year	10.0
3.	Variety / prototype / patent / technology development recommended / registered	20
	☞ P.I. or Principal Scientist – 5 marks /item/ year	20.0
	☞ Co-worker / Co-Scientist – 3 marks/item/year	15.0
4.	Participation in Exhibition/ Melas / Field days/ Crop Seminar/ Farmer Scientist Interaction – 2 marks/ each	10
		10.0
5.	Front Line Demonstration / On-farm Trial conducted :	10
	☞ As Main Scientist (3 marks/ trial/ year)	10.0
	☞ As Co-worker/Co-scientist-1.5 marks/trial/year	8.0
6.	Teaching / Training / TV & Radio Talk/ External Examiner etc	25
	(a) Teaching- 2 marks /contact hour/semester	10.0
	(b) Training (Resource Personnel)-2 marks/training/year	10.0
	(c) Radio/ TV Talk delivered-2 marks/talk/year	10.0
	(d) External Examiner – 2 marks/exam/year	5.0
	(e) External Paper setting- 2 marks/paper/ year	5.0
	(f) Invigilation duties- 2 marks/ each	6.0
	(g) Evaluation of paper – UG paper- 5 mark /subject	9.0
	PG paper- 1 mark/ subject	
Total		125

Minimum scores required - 75

N.B. : The above information shall be furnished by the teachers/ scientists and submitted to the concerned Dean / Director. This will be appraised by the Dean / Director and send to the Registrar, OUAT, Bhubaneswar separately in confidentially.

API SCORE FOR **EXTENSION** PERSONEL

Sl. No.	Nature of Activity	Maximum score
1.	Transfer of technologies (a) Transfer of technologies (Farm Trails / demonstration / on farm testing On-farm trial – 3 marks/ each Front Line Demonstration – 3 marks/ each (b) Consultancy Service – 2 marks / service	30 25.0 5.0
2.	Training Programme Organized (a) Less than one week duration- 2 marks/ training (b) More than one week duration- 5 marks/ training	35 20.0 15.0
3.	Resource Person (a) As Resource person in the training programme / refresher course/ winter / summer schools/ RAWE etc.- 3 marks each (b) Participating as Resource person in bi-monthly technical workshop – 2 marks each	15 10.0 5.0
4.	Diagnostic Visit (a) Diagonistic visit to farmers field/ family units/ Radio/ Television Talk – 2 marks each	10 10.0
5.	Participation / development (a) Participation in the Exhibition/ Melas/ Field Days / crop seminars – 2 marks each. (b) Development of video/ radio programme on Agril. Technologies- 1 mark each (c) Audio Visual Aids development like posters/ blow ups / charts etc. – 1 mark each	20 10.0 5.0 5.0
6.	Farm Management / Income generated (a) Farm Management (b) Income generated out of revolving funds – 2 marks / lakh / year	15 5.0 10.0
Total		125

Minimum scores required - 75

N.B. : The above information shall be furnished by the teachers/ scientists and submitted to the concerned Dean / Director. This will be appraised by the Dean / Director and send to the Registrar, OUAT, Bhubaneswar separately in confidentially.

API SCORE FOR **CO-CURRICULAR** RELATED ACTIVITIES

Sl. No.	Nature of Activity	Maximum score
1.	<p>Student related co-curricular, extension and field based activities (such as extension work through NSS/ NCC and other channels, cultural activities, subject related events, advisement and counseling)</p> <p>(a) OIC – NSS/ NCC</p> <p>(b) OIC-Athletic / Magazine / Dramatic / Student Advisor of College Union/ Advisor/ Member of other committee – 5 marks</p> <p>(c) Student advisement / counseling per batch- 5 marks</p> <p>(d) Hostel Superintendent / Assistant Superintendent</p>	<p>20</p> <p>10.0</p> <p>10.0</p> <p>10.0</p> <p>10.0</p>
2.	<p>Contribution to corporate life and management of the department and institution through participation in academic & administrative committee & responsibilities</p> <p>(a) Member Academic Council / Board of Faculty- 5 marks</p> <p>(b) Chairman / Member of any committee</p> <p>(c) Member of any Academic / Administrative committee- 3 marks</p>	<p>15</p> <p>10.0</p> <p>5.0</p> <p>5.0</p>
3.	<p>Professional development activities (Such as participation in seminars, conferences, short term, training courses, talks, lectures, membership of associations, dissemination and general articles, not cover in category-III below)</p> <p>(a) Participation in seminar / conference / short training – 3 marks each</p> <p>(b) Membership of Association- 3 marks each</p> <p>(c) Publication of general articles- 3 marks each</p>	<p>15</p> <p>9.0</p> <p>9.0</p> <p>9.0</p>
Total		50

Minimum scores required - 15

CATEGORY-III : Research and Academic Contributions

The minimum API Score required by Teachers from this category is different for different levels of promotion. The Self Assessment Score will be based on verifiable criteria and will be finalized by the screening / selection committee.

Sl. No.	APIs	Category	Marks	Marks scored by self assessment	Marks scored (assessed) by screening/ selection committee
1	2	3	4	5	6
IIIA	Research or Review paper published in the concerned subject	(a)NAAS rated journals			
		i. Journals with rating between 1 and 2	10 for 1 st author and 5 for others per publication		
		ii. Journals with rating between 2 and 5	15 for 1 st author and 7.5 for others per publication		
		iii. Journals with rating between 5 and 10	25 for 1 st author and 10 for others per publication		
		(b)Non-referred but recognized and reputable journals and periodicals having ISBN/ ISSN number	10 for 1 st author and 5 for others per publication		
		(c)Conference proceedings as full paper etc. (not abstract)	10 for 1 st author and 5 for others per publication		
		(d) Indexed journals	5 for 1 st author and 3 for others per publication		
30% of the total marks obtained will be taken into consideration					
IIIB	Research publication (Books, chapter in books, other than referred journal articles)	a)Text or reference books in the concerned subject published by International publishers with an established peer review system	50 per sole author and 10 per chapter in an edited book		
		b)Subject books by National level publishers/State & Central Govt. publication with ISBN/ ISSN numbers	25 per sole author and 5 per chapter in an edited book		
		c) Subject books by other local publishers with ISBN / ISSN Number	15 per sole author and 5 per chapter in an edited book		
		d) Chapter contributed to edited knowledge based volumes published by International publication	10 per chapter to all authors		
		e) Chapter to knowledge based volumes by Indian/ National Level publication with ISBN / ISSN Numbers & with number of National and International directories	5 per chapter to all authors		

Sl. No.	APIs	Category	Marks	Marks scored by self assessment	Marks scored (assessed) by screening/ selection committee
1	2	3	4	5	6
		f) Practical manual developed	10 per manual to all authors		
		g)i. Editor of the NAAS approved journal	10 per journal		
		ii. Associate Editor of the NAAS approved journal	5 per journal		
		iii. Editor of non-NAAS approved journal	5 per journal		
25% of the total marks obtained will be taken into consideration					
IIIC	Sponsored project carried out/ on-going	a)Major projects funding mobilized with grants above 30.0 lakhs	20 per each project		
		b) Major projects funding mobilized with grants 5.0 lakhs to 30.0 lakhs	15 per each project		
		c) Minor projects amount mobilized with grants 50,000 to 5.0 lakh	10 per each project		
		d) Sponsored project below Rs.50,000/-	5 per each project		
IIIC-II	Consultancy project	Amount mobilized with minimum of 10.0 lakhs	10 per each project		
IIIC-III	Completed project quality evaluation	Completed project report	20 per each major project		
		Acceptance from funding agency	10 per each project		
IIIC-IV	Project outcomes / outputs	Patent/ technology transfer/ product process	20 per each National level 50 per each International level		
20% of the total marks obtained will be taken into consideration					
IIID	Research guidance	For Guide			
IIID-I	Master Degree	a)Awarded	5 per guide per student		
		b) For Advisory Members	2 per guide per student		
IIID-II	Ph.D. Degree	a)Awarded	10 per guide per student		
		b) For Advisory Members	5 per guide per student		
10% of the total marks obtained will be taken into consideration					

Sl. No.	APIs	Category	Marks	Marks scored by self assessment	Marks scored (assessed) by screening/ selection committee
1	2	3	4	5	6
IIIE		Participation in			
IIIE-I	Refresher courses/ workshop/ training-learning-evaluation etc.	a)Two week or more	20 per each		
		b) Between one to two weeks	10 per each		
IIIE-II	Participation and presentation of research papers (oral/ poster)	a)International Conference	10 per each		
		b) National Conference	7.5 per each		
		c) Regional/ State Level Conference	5 per each		
		d) Local/ University level	3 per each		
IIIE-III	Invited lecturers or presentation for conference/ symposia	a)International	15 each		
		b) National	10 each		
		c) Local	5 each		
IIIE-IV	Conference/ workshop/ symposia/ seminar	Organized	20 per each		
IIIE-V	Awards/ distinction received	a)International Award	20 per each		
		b) National Award	15 per each		
		c) State Award / University Award / Professional Society Award	10 per reach		
	15% of the total marks obtained will be taken into consideration				
	Maximum score for Category-III shall be - 100				

Proforma for consideration of Teachers/ Scientists for promotion to the
next higher stage under Career Advancement Scheme
as per UGC Regulation-2010

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*Application for promotion to the next higher stage
under Career Advancement Scheme*

Stage :

{ Assistant Professor, Stage-2, Stage-3/ Associate Professor (Stage-4)
and Professor (Stage-5) }

Discipline of :

Subject :

- (1) Full name of the Teacher/ scientist :
- (2) Designation :
- (3) Department/ scheme/office :
- (4) Date of birth :
- (5) Date of joining as
- (a) Assistant Professor/ equiv. :
- (i) Adhoc :
- (ii) Regular :
- (b) Associate Prof./ equivalent :
- (i) Adhoc :
- (ii) Regular :
- (c) Promoted under CAS as :
- (i) Assistant Professor (Senior Scale) :
- (ii) Assistant Professor (Selection Grade) :
- (iii) Associate Professor :



- (6) Previous service, if any :
- (a) Name of the University / institution :
- (b) Nature of appointment (Adhoc / Regular) :
- (c) Date of joining :
- (i) Adhoc :
- (ii) Regular :
- (d) Date of relief :

(In respect of Sl.No.5 and 6, the photo copies of relevant office order should be enclosed)

(7) **Details of Academic qualification**

Examination/ degree	Board/ University	Division	% marks	Subject taken (Major/ Minor)	Year of passing
1	2	3	4	5	6
H.S.C.					
I.Sc./ intermediate Degree					
P.G.Degree					
M.Phil (in case of acquiring M.Phil)					
Ph.D. Degree					
Any other					

(Photo copies of certificates and mark sheet of all examination passed should be enclosed)

- (8) API score and other requirements for promotion from one stage to next higher stage as prescribed in the Notification No.19500, dated.19.08.2014.

Full Signature of the applicant

Dated.:

COUNTER SIGNED

Controlling Authority
With seal & date

Manoj*