



Prevention and Control of Non-Communicable Diseases
Primary and Secondary Healthcare Department
Government of the Punjab



**PREVENTION AND CONTROL OF NON-COMMUNICABLE DISEASES PUNJAB
TERMS OF REFERENCE (TORs) FOR THE AWARD OF M.PHIL. AND PH.D.
SCHOLARSHIPS**

Eligibility Criteria

- M.Phil. / Ph.D. Scholars having Punjab domicile enrolled in any HEC approved and degree awarding universities within the Punjab in healthcare disciplines and undertaking research related to Non-Communicable Diseases i.e. Diabetes, Hypertension, Asthma, COPD, Breast Cancer, Cervical Cancer, and Diabetes in Pregnancy.

Documents to be furnished

- **Application** - Applicants must submit an application on the prescribed format provided on the website, signed from supervisor / Head of the Department.
- **Cover Letter** - Applicants must submit a cover letter (not more than 500 words) highlighting the importance of their research and why they should be selected for this scholarship.
- **Synopsis Approved by the University/ Institute** - Applicants must submit approved research synopsis with clear demarcation of following headings:
 1. Title
 2. Introduction
 3. Objective(s)
 4. Methodology (along with subheadings)
 5. Operational Definition
 6. Possible outcome (s)
 7. Limitation (s)
 8. References
- **Approval by the Institutional Ethical Review Committee** - Synopsis must be submitted along with certificate of approval by Institutional Ethical Review Board/ Committee.

Terms of References (TORs)

The TOR's for function of Advisory Committee for research evaluation are as:

- The decision for the award of scholarships shall be made on the relevance of topic with NCDs and presentation of research idea according to approved selection criteria by the Research Committee of NCDs Program.
- Research Committee will evaluate research proposals on basis of research design, study outcome and existing facilities available in university department.



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- Research Committee will appraise the financial justification for the research before approval.
- Any increase/enhancement in the scope of research leading to increase in the cost incurred, after approval of synopsis and principle agreement, will be rejected.
- The scholarship award shall be valid for one year for both M.Phil. & Ph.D. students subject to satisfactory performance and schedule.
- Scholarship amount will be subject to proposed research and its anticipated outcome related to NCDs. The payment of research grant for M.Phil. shall be maximum up to 60,000/ PKR to be paid after approval of synopsis.
- The payment of research grants for Ph.D. shall be maximum up to 100,000/PKR to be paid after approval of research proposal. The scholarship amount for both the M.Phil. and Ph.D. shall not exceed from said amount and to be disbursed according to the anticipated research outcome. The amount will be paid in two equal parts, subject to submission of regular progress/performance report and found satisfactory by the Committee.
- The decision for awarding scholarship will be finalized by the NCDs Program and will be unchallengeable.
- An awardee (both M.Phil. and Ph.D.) shall submit the progress report before the research committee in April 2022, duly vetted by their academic supervisor and Head of the Institute. The progress of work shall be assessed against minimum requirements as under:
 1. Report on introduction, literature review, and detailed methodology (1st half amount will be released accordingly)
 2. Report on initial data collection for pilot study (2nd half amount will be released accordingly)
 3. Final Research (**will be assessed after completion of research**)
- An awardee shall also submit comprehensive report duly attested by the supervisor and Head of the Institute immediately after completion of research scholarship period.
- The Department may nominate a co-supervisor from the nominated members of the research committee for technical evaluation of research report.
- The research completed by the awardee will not be published/presented in any form anywhere without formal permission granted by the NCDs department.
- The awardee shall additionally report to a nominated member of NCDs Program based on research topic, acting as co-supervisor related to research article writing of the final approved dissertation.
- The co-supervisor shall be co-author of the research article based on approved thesis.
- An awardee shall sign an agreement with the Program Manager, Prevention and Control of NCDs Program on stamp paper upon selection (**Agreement attached**).



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- The awardee shall also submit an affidavit from a guarantor and a guarantee cheque for the payment of total sum disbursed, in case the awardee fails to complete their research within the prescribed time period or is found in violation of terms and conditions of scholarship, they will refund the total amount spent on their research by the Program.
- The grant shall be paid in the name of awardee's bank account in the form of a cross cheque through Head of the Institute/department.
- An awardee cannot change the synopsis and methodology of study once approved by the Research Committee of NCDs Program.
- The awardee is not currently being receiving any scholarship or employment (govt. employee must provide NOC of study leave and must be full time student).
- Under any extraordinary circumstances, if arise, the awardee shall intimate the program through proper channel. The final decision of case in any such circumstances shall solely be at the discretion of the Research Committee of Prevention & Control of NCDs.
- In case of fraud, forgery of document/data/results, any deviation from the approved methodology or any unethical activity during the research, the NCDs Program will be liable to make recovery and take serious legal action against awardee.
- The Program reserves the right to revoke / withdraw an awarded grant in circumstances that may unfavorably impact the reputation and/or image of the Program.
- The Program reserves the right to reject any application or call off the whole selection process without assigning any reason.