

## About the Institute



### Campus

There are seven campuses of this Institute. The Main Campus (MC) is located near Rajabajar Science College. The building is a heritage one and is of historical importance. It houses three major Departments - Botany, Chemistry and Physics. Apart from the Academic Departments, there is an excellent museum in which many of the instruments used by Acharya J.C. Bose are kept. Bose Institute is one of the few research organizations with a full-fledged workshop where it is possible to design various tools. This Workshop is located in Main Campus. It also houses the Sophisticated Analytical Instrumentation Facility (SAIF).

The Centenary Building is located near the ESI hospital, near Kankurgachi. The Departments of Plant Molecular Biology, Molecular Medicine, Biochemistry, Biophysics, Microbiology are located here. The MSc. PhD course is held mainly in this campus. Most of the administrative units are located here. This also houses the Central Instrument Facility (CIF).

Another campus of Bose Institute is located at Salt Lake, Sector V, where the Centre for Astroparticle and Physics and Space Science CAPSS is located. The hostels of Bose Institute were located in this campus. However, the hostels have been demolished for the construction of the Unified Campus, which is to house all the Departments centrally under one roof.

The other four campuses are located at (i) Madhyamgram, (ii) Shyamnagar, (iii) Falta and (iv) Darjeeling. At Madhayamgram plant biologists have an experimental farm for field trial purposes. It also houses the upcoming Animal Facility. At Shyamnagar, field experiments on microwaves are carried on. The Falta campus is located on the banks of the river Ganges. It houses a heritage building built by our founder. Here too there is an experimental farm used by plant biologists. Like the Falta campus, the Darjeeling campus is located in a scenic place. It is known as the Mayapuri Campus. It is used mainly by the environmental sciences group. There is also a guest house in this campus.

### Library

Bose Institute has one of the oldest libraries in the country. Journals and books dating back to the 1940s are before are available here. The library services are mostly online. The library subscribes to a large number of journals which you can access on line from the campus. Apart from journals the library has in its possession a large number of Text books as well as books of general importance.

## **Internet Facilities**

All Campuses of the Institute are equipped with high-speed internet and intranet services.

## **Workshop and CIF**

A machine shop is located at the Main Campus of Bose Institute for minor fabrication and repair. The central instrumentation facility (CIF) distributed amongst campuses and the sophisticated analytical instrumentation facility (SAIF) located at the Main Campus houses various analytical instruments that you may find useful in your research.

## **Academic responsibilities**

- The research scholars (both Institutional and ad-hoc), upon joining the Institute have to undertake the appropriate number of classes and qualify in the exams before they may be registered for Ph.D. The scholars have to maintain a minimum attendance of 75% in all courses.
- All scholars (both Institutional and ad-hoc) have to deliver a lecture every year in consultation with their Ph.D. supervisor(s). Such lectures will have to be announced for general attendance. Such a lecture will also be used for considering the up-gradation to senior research fellowship (SRF) after two years.
- The total tenure of an Institutional research scholar is 5 years.
- All scholars (both Institutional and ad-hoc) are required to submit the soft copy of their thesis to the Bose Institute library.

## **General responsibilities**

As budding scientists, research scholars are expected to maintain a level of discipline, decorum and responsibility in the Institute. The Institute is in general smoke-free, and everyone is urged to maintain the same.

## **Office hours**

The normal office hours are between 9:45 am to 6:15 pm. In case you need to take leave there is a prescribed form for application. For staying overnight (9:30 pm – 6 am), holidays & during Puja vacation, you may have to take permission.

## **Benefits**

- Every scholar upon joining is entitled to get an Institutional ID for which they will have to apply through their respective Departments.
- The Institutional research scholars are entitled to an annual contingency grant at par with CSIR research scholar which can be utilized for registration fees, national travel (to attend conference/ seminar/workshops, etc. inside India) and other contingency expenses in consultation with their supervisors.
- You should get your Institutional email ID by applying through your Department to the Scientist-in-Charge, Internet (Prof. K.P. Das).

## **Centralized Services**

Whereas most of the equipments that you need will probably be available in your lab, for sophisticated equipments you may have to visit the Central facilities located at the Main and Centenary campuses. In the main campus the Central Facility is known as SAIF. It is located in the West Block of the Main Campus. In the CB it is located in the Annex building and is known as Central Instruments Facility (CIF). A National Center for Genomics and Proteomics is also located in the CIF. To use these facilities you need to fill up requisition forms countersigned by your guide. Bose Institute has one of the best Central facilities in the Eastern region run by highly competent Technical staff.

## **Transportation**

You can visit most of the campuses using the Institutional bus. It has specific timings which you should be familiar with. The Workshop superintendent is in charge of running the bus services. On special occasions additional services are available. In case of an emergency the Work Superintendent (Sri Raju Pal) may be contacted.

## **Canteen**

Each campus has a canteen. It is run by a committee comprising faculty members, students and non-teaching employees. Meals are served at reasonable prices. It is also the place to unwind after a hard day's work.

## **Security**

All the campuses are protected by a Security agency with closed circuit TV cameras.

You are expected to obtain a identity card from the administration, which enable you to enter the institute on any day or any time except for the Puja holidays, when entry is restricted.

## **Safe laboratory practices**

You are expected to follow guidelines for safe laboratory practices. The coursework includes topics related to such practices.

**Biological safety:** There are clear guidelines for waste disposal for biological chemical wastes. Familiarize yourself with these guidelines.

**Chemical safety:** There are clear guidelines for waste disposal of chemical wastes. Familiarize yourself with these guidelines.

**Radio-safety:** All radioactive sources users must wear TLD badges when dealing with radioactive samples and sources (apply for a TLD badge from Radio-safety officer Dr. Subrata Sau through your guide). There are clear guidelines for use and disposal of radioactive substances. Familiarize yourself with these guidelines. **Fire safety** should be maintained (esp. when dealing with flammable liquids). Fire extinguishers are placed at various strategic positions on the corridors and the Institute is equipped with smoke/fire detectors. Familiarize yourself with these equipment and all exit routes.

## Administration

Ms. Noreen Bhattacharyya	The Deputy Registrar is in charge of the student affairs and the “scheme cell”. In case you want information about your fellowship, fund position etc. you may contact her or the “scheme cell”.
Prof. Sampa Das	Women’s cell
Dr. Subrata Sau	Radiation Safety Officer (RSO)
Prof. Sampa Das	Convenor, Biosafety Committee

## Seminars

From time to time seminars organized at various levels. Most of the seminars are open to all, and you are welcome to participate. Seminar announcements are made in the Website. On our Foundation Day, 30<sup>th</sup> November every year, eminent personalities visit the Institute and deliver the J.C. Bose memorial lecture on exciting topics covering diverse areas which including science, politics, arts and education.

The D.M. Bose Memorial lecture, delivered eminent scientists, is held on 26<sup>th</sup> November every year on scientific topics.

## Annual prizes

Various prizes are awarded to research scholars based on merit:

- Prof. B. B. Biswas outstanding student award (Biochemistry)

- Sir. Nilratan Sarkar prize

### **Scholars' forum**

This is an organization of the research scholars which looks after the well being of the students. They have frequent meetings where they discuss the difficulties faced by the students. The president and secretary of the forum communicate with the Director informing him about problems faced by the student community. They also organize cultural and social activities.

### **Cultural and Social Activities**

Blood donation camps are organized annually. Your participation is most welcome. Often cultural functions and/or picnic are organized by the scholars' forum or separately by scholars in different campuses. The Annual sports event is held sometime in January-February, where we all participate.

### **Medical emergencies**

A doctor visits each campus on a regular basis. In case there is an emergency you may contact the doctor. In case of CB, the ESI hospital is close by. Under emergency circumstances the person may be taken to this hospital for immediate care. In case of blood requirement, the scholars' forum and the Medical cell may be contacted. The Institute (at the three academic campuses) has a wheel chair and a stretcher for emergencies.

### **Hostel**

Currently under renovation. Warden: Prof. Sanjay Ghosh