



क्रमांक : 1551 / अका. / 2016

रायपुर, दिनांक : 23/06/2016

## ॥ अधिसूचना ॥

विश्वविद्यालय विद्यापरिषद् की स्थायी समिति की बैठक दिनांक 04.06.2016 में अध्यक्ष की अनुमति से अन्य निर्णय क्रमांक 2 में परामर्श दात्री प्रकोष्ठ (Consultancy Cell) के लिये प्रस्तावित विनियम का अनुमोदन, कार्यपरिषद् की बैठक दिनांक 06.06.2016 में किया गया है, अधिसूचित किया जाता है, जो निम्नांकित है :-

### REGULATION NO. -170 CONSULTANCY

(E.C. 06-06-2016)

#### PREAMBLE

In the light of changing economic scenario, and University's priorities, the University considers industrial consultancy projects as an important means for extending benefit of scientific research work to Government Departments / Semi Govt. Departments / Private Institutions / Industries, and as a tool for contributing to the country's economic growth. Therefore, as a matter of policy, the University encourages its faculty members to undertake research and consultancy work as a measure of scientific/technical collaboration with outside agencies. Appropriate consultancy projects, in addition, for providing much needed service to the government and industry, also benefit the concerned faculty members and the Institute in several ways. They enrich the professional experience and knowledge of faculty members and thus make them better educators. Consultancy projects provide a firsthand knowledge of the current problems of industry and the emerging area which is very helpful in tuning the curriculum to the national needs. The faculty members get an opportunity to apply their ideas for finding out the solutions to the problems in emerging areas. Furthermore, the consultancy work also provides incentives for their contributions to all categories of staff.

#### DEFINITIONS

1 **University** means Pt. Ravishankar Shukla University, Raipur, Chhattisgarh.

2 **Schools** means all the academic departments, academic centres, centres of excellence and academic service centres at the University.

3. **Consultancy Project** means consultancy assignment/job given by outside agency to a faculty of the University for work within mutually agreed scope. It will also include a consultancy assignment/job referred to the Head of the School which may be taken up as a Consultancy Project by faculty.

4. **Routine Testing project** implies those testing works where the rates are fixed by the School. The concerned Head of the School or the concerned Faculty will be the PI. The budget provision will be as per enclosed table. (Fee for testing of materials will be decided by the School/Faculty with prior approval of the University.)

5. **Principal Investigator (P.I.)** is a member of the faculty/scientist of the University with necessary expertise and competence to conduct consultancy work.

6. **Investigator (I)** means a person from amongst the faculty co-opted by the Principal Investigator to work jointly with him/her on the consultancy project or any other Class III/IV staff employed for the said consultancy/testing.

7. **Consultant:** Consultant is an individual or government/ public sector undertaking/ government company engaged for a specific period to carry out specific job.

8. **Departmental Development Fund (DDF)** means a fund of the Department to which a 20% of the Institute overhead charges/ share from consultancy Projects are transferred:

9. **Registration Fee:** A party intending to hire consultancy services of the University shall have to get itself registered by depositing an amount of Rs. 1000/- onetime non-refundable with the University (this amount will be deposited with Institution Institutional Overhead charges).

#### **GENERAL**

1. Individuals or Departments shall take up consultancy. All funds in connection with consultancy shall be deposited in the university. The account of consultancy will be maintained by each department and controlled by the Head of School.

2. The time spent by a faculty/scientist on Consultancy Project will not exceed one day per working week plus one day during week end, thus a total of 104 man days during the calendar year.

3. Consultancy project (other than routine testing) from any sponsor can be taken up for a minimum amount of Rs. 50,000/-. For consultation work involving only site visit or personal discussion a minimum amount of Rs.10,000/- per man-day for faculty/scientist, and Rs.1,000/- per man-day for technical and other non-academic staff may be charged.

4. The report of the consultancy projects will be kept by PI for a period of 03 years from the date of closure of the project and for routine testing from the date of issue of report.

5. The PI and /or Co-PI would be entitled to publish research articles based on the results of said analysis, however offering co authorship to the consultant. A clarification must be obtained by the PI before finalizing the consultancy programme.

#### **Student Assistants**

The PI may engage Institute Students (who may or may not be getting fellowship/ assistantship) as student assistants for the consultancy work. The payment for such engagement shall be limited to Rs 5000/- per month for PG students, Rs 18000/- per month for Ph. D. students and Rs 40,000/- per month for Post Doc Fellows. The payment for an external expert shall be limited to Rs. 20,000/- per month or per consultancy project.

#### **Finance and Accounts**

1. At the time of submission of a consultancy project proposal, the PI shall make a provision for Institutional share at the rate of 25% of the total contracted project cost. However, such share shall be 40% for routine testings.

2. The budget for the proposal should be in one part. It should reflect project consultancy fee for PI, Co-PI and other investigators. Expenses on equipment, supporting manpower, travel, contingency must also be included in the budget, if necessary. (The faculty is advised that if the expense on equipment, supplies, manpower, travel, etc. is large, then these must be proposed as a separate R & D project.). These are summarized in the table given below:

<b>Budget for Consulting Projects</b>		
Consulting fee to be paid to PI*	A	
Consulting fee to be paid to co-PI*	B	
Consulting fee to be paid to other investigators*	C	
Total consulting fee		$D = A+B+C$
Equipment	E	
Supplies and any contingent expenses	F	
Manpower (students, external experts)	G	
Travel etc.	H	
Total other expenses		$J = E+F+G+H$
Total expenses		$K = D + J$
Institutional Over head charges (5% of Total consulting fee)		$L = 0.05*D$
Departmental development Fund (20 % Total consulting fee)		$L = 0.20* D$
Sub-total including overheads		$M = K+L$
Service tax		$N = 0.1236*M$
<b>Total consulting charges</b>		<b><math>P = M + N</math></b>

\*Amount charged as consultancy fee shall be divided among the investigators in the ratio of PI : CoPI : Other Investigators:: 3: 1: 1.

आदेशानुसार,



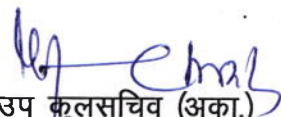
कुलसचिव

पृ. क्रमांक: 1552 / अका. / 2016

रायपुर, दिनांक: 23/06/2016

प्रतिलिपि :

1. आयुक्त, उच्च शिक्षा, ब्लॉक-सी-30, द्वितीय एवं तृतीय तल, इन्द्रावती भवन, नया रायपुर।
2. अध्यक्ष, समस्त अध्ययनशाला,
3. प्राचार्य, समस्त सम्बद्ध महाविद्यालय,
4. संचालक, महाविद्यालय विकास परिषद्/जनसंपर्क अधिकारी/अधिष्ठाता, छात्र कल्याण,
5. वित्त नियंत्रक/प्रभारी, अंकेक्षण,
6. समस्त विभागीय अधिकारी,
7. कुलपति के सचिव/कुलसचिव के निजी सहायक, पं. रविशंकर शुक्ल वि.वि., रायपुर को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।

  
उप कुलसचिव (अका.)