

# **CONSULTANCY PROMOTION POLICY**



**GAYATRI VIDYA PARISHAD  
COLLEGE FOR DEGREE AND PG COURSES (A)  
VISA KHAPATNAM**

Website: [www.gvpcdpgc.edu.in](http://www.gvpcdpgc.edu.in)



## **GAYATRI VIDYA PARISHAD COLLEGE FOR DEGREE AND PG COURSES (A)**

Rushikonda, Visakhapatnam-530 045 | website: [www.gvpcdpgc.edu.in](http://www.gvpcdpgc.edu.in)

(Approved by AICTE | Permanently Affiliated to Andhra University | Accredited by NAAC)

PG-MBA and UG Engineering B. Tech (CE, CSE, ECE, ME) programs are Accredited by NBA

### **1. Preamble**

Consultancy activity is one of the important service based work for payment by which Faculty members & staff of the Institution can make use available facilities like machinery, workshops, drawing halls, software, hardware etc., and share knowledge & expertise to government, public-sector organizations, community groups and business on request with mutual benefit. Management governs rules and regulations as and when required and has the right to amend the policy keeping the following conditions of the institute for which they appointed:

- a. Increase academic competence and advancement of professional expertise of faculty & staff members and provide continuing professional learning opportunity in the world beyond regular academia and research.
- b. Create and enhance links between the Institution and external organizations/ Industry/ business center that will aid the institute in areas such as increasing research opportunities thereby helping the Institution in achieving its objective and mission of knowledge transfer to improve the local and regional economies; and
- c. Generate additional income for the staff members and funding for the institute (both academic & Research).

### **2. Scope, and Objectives**

- a. **Scope:** This policy is applicable
  - a) All staff (both teaching and non-teaching) members of Gayatri Vidya Parishad College for Degree and PG Courses(A) who are involved in undertaking any kind of consultancy service.
  - b) All funds provided to the Institution for the purpose of conducting or supporting a consultancy service.

- b. **Policy Provisions:**

The Institution recognizes that consultancy work can bring financial and other benefits both to the institution and its employees. Such activities also serve to link the Institute and its staff more closely to the wider community, especially Industry and the public at large both at state and National level.



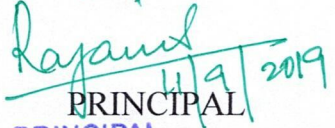
**c. OBJECTIVES:**

- To encourage staff participation in consultancy which bring opportunities and benefits to the Institute, its staff and clients and recognition of staff for professional development.
- Provide an income stream to the institution, Service to the Departments and their Staff, and a financial return on capital investment.
- To facilitate the negotiation and entering into consultancy contracts bringing significant benefits to the Institute and its staff while ensuring full cost recovery as required by the competitive neutrality provisions.
- To provide a flexible management framework to cover the range of consultancies customarily undertaken by staff members using the Institute name, services, space, facilities, equipment, intellectual property and/or paid work time, including consultancies directed toward charitable purposes, community service, and strategic priorities for the Institute.
- To set guidelines for sharing the income from consultancy activities across various legitimate participants.

**3. Consultancy Rules:**

- a. Consultancy projects are normally initiated by requests/enquires from the industry directly to the Institute or by discussion between the industry and the consultants.
- b. The time spent on consultancy work and related assignments shall be limited to not more than 50 working days in a year, preferably at the rate of one working day per week. In addition, Consultants may be permitted to utilize, on an average one non-working day per week.
- c. When an enquiry is directly received by the Institution, the work will be assigned to specific consultants or groups of consultants depending on their expertise, and existing commitments, by the Dean, R&D.
- d. Once the consultancy project is taken up by the institution faculty/ staff member, (s) he has to finish the entire work without affecting the bylaws of the institution and (s)he will not be allowed to be relieved of any of the primary post/ their regular job work/regular work.
- e. The services of permanent employees of the Institute may be utilized for the execution of the consultancy projects provided it does not affect their primary functions and responsibilities to the Institute.
- f. Students who are willing to work on consultancy projects may be permitted as per Institute norms to do so, provided it does not affect their academic commitments and performance. Such work by students may be compensated by suitable honoraria.

- g. Consultancy project proposals made, by the proponent as per the requirements of client, are to be approved by the PRINCIPAL, who may examine the scope of the work and cost estimates.
- h. The charges once finalized will not be negotiable. However, if the scope is altered, a fresh estimate may be considered.
- i. After deduction of the actual expenditure incurred towards the consultancy related activities and other incidental expenses the balance amount is apportioned between the institution and consultancy team in 40:60 ratio.

  
PRINCIPAL  
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