



अधिष्ठाता (शोध एवं परामर्श) कार्यालय
मोतीलाल नेहरु राष्ट्रीय प्रौद्योगिकी संस्थान इलाहाबाद
प्रयागराज-211004 (भारत)

OFFICE OF THE DEAN (RESEARCH AND CONSULTANCY)
MOTILAL NEHRU NATIONAL INSTITUTE OF TECHNOLOGY ALLHABAD
Prayagraj – 211 004 (India)

पत्रांक 156 /2019-20

दिनांक:- 20 /06/2019

सभी विभागों के विभागाध्यक्ष


कृपया इस पत्र के साथ मंत्रालय के पत्रांक F. No. 33-1/2019-TS.III (Pt.I) दिनांक 17.06.2019 द्वारा उपकरणों के खरीद के मामले में व्यवस्थित सुधार के कार्यान्वयन के बारे में प्राप्त सलाह संबन्धित पत्र की प्रति संलग्न करते हुये इसमें वर्णित तथ्यों के अनुपलान का अनुरोध किया जाता है, साथ ही शोध एवं परामर्श कार्यालय में संबन्धित माँगपत्र के साथ माँगकर्ता द्वारा उपकरणों के माँगपत्र तथा क्रय आदेश प्रक्रिया होने से पूर्व यह सुनिश्चित कर लेना अपेक्षित है कि संबन्धित उपकरण की खरीदगी के पश्चात इसे उपयोग के लिए तुरंत रखा जायेगा तथा उपकरण स्थापित करने के लिये विभाग में स्थान तथा इसे उपयोग हेतु विशेष श्रमशक्ति (संकाय सदस्य / प्रयोगशाला सहायक एवं अन्य मानवबल इत्यादि) इत्यादि की पुष्टि विभाग में कर ली गयी है।


(गीतिका)

अधिष्ठाता (शोध एवं परामर्श)

प्रतिलिपि सूचनार्थ:-

1. निदेशक महोदय
2. कुलसचिव


(गीतिका)

अधिष्ठाता (शोध एवं परामर्श)



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इलाहाबाद- 211004 (भारत)

**OFFICE OF THE DEAN (RESEARCH AND CONSULTANCY)
MOTILAL NEHRU NATIONAL INSTITUTE OF TECHNOLOGY**

Allahabad – 211 004 (India)

Website: <http://www.mnnit.ac.in>

Tel.No. : +91-532-2271033, 2271034

E-Mail : deanrc@mnnit.ac.in

Ref. No. 205/R&C/2018-19

Dated: 05-07-2018


Notification

As per approval of BOG vide resolution on item no. 53.12 on the minutes of 48th meeting of finance committee held on 19-06-2018, conveyed vide Registrar office letter no. 630/Reg.Off./48th FC Meeting/2018-19 dated 29-06-2018, It is notified that:-

1. The third party inspection projects will be covered under the existing provision of 'Type IV' projects.
2. The Institute share for different testing and consultancy projects will be treated as follows:-

| Sl. No. | Type of Consultancy/Testing Projects | Rule No. of the Existing R&C Rules | Existing Institute Share | Revised Institute Share |
|---------|---|------------------------------------|--------------------------|-------------------------|
| [01] | [02] | [03] | [04] | [05] |
| 1. | Type-III (Design Consultancy/ Drawing & Design) | Rule 7.1 (Page No. 7 of R&C Rules) | 25% | 30% |
| 2. | Type-IV (Third Party Inspections, Testing with the use of laboratory) | Rule 7.2 (Page No. 7 of R&C Rules) | 40% | 45% |

The above rules will be implemented with effect from 01-Jul-2018.

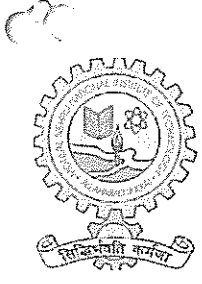

(Geetika)
Dean(R&C)

For kind information

Copy to:-

1. Director
2. All HoDs/Deans
3. Registrar


(Geetika)
Dean(R&C)



अधिष्ठाता (शोध एवं परामर्श) कार्यालय
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OFFICE OF THE DEAN (RESEARCH AND CONSULTANCY)
MOTILAL NEHRU NATIONAL INSTITUTE OF TECHNOLOGY
Allahabad – 211 004 (India)

Letter No.:- 160 /R&C/18-19

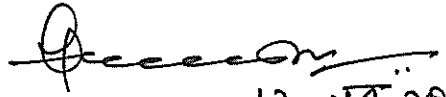
Date:- 13-06-2018

Notice

The Competent Authority has kindly approved the recommendations of R&C Core Committee vide Resolution no. 06 of its meeting dated 11-04-2018 that:-

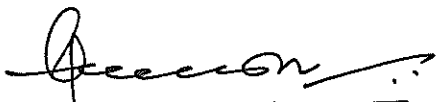
“While submitting project proposals faculty shall adhere to provisions of Institute Overheads which should not be less than 10% (Ten Percent) of total value of projects.”

Hence all concerned are requested to please include the budgetary provision of “Institute Overheads” of minimum 10% of total value of project.


13 जून 2018
(Satyajeet Kumar)
Assistant Registrar (R&C)

Copy for kind information to:-

1. Director- for kind information please
2. All Deans/HoDs
3. Registrar


13 जून 2018
(Satyajeet Kumar)
Assistant Registrar (R&C)

अधिष्ठाता (शोध एवं परामर्श) कार्यालय
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इलाहाबाद- 211004 (भारत), दूरभाष संख्या 0532-2271033,34

OFFICE OF THE DEAN (RESEARCH AND CONSULTANCY)
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Allahabad - 211 004 (India), Phone no. 0532-2271033,34
Website: <http://www.mnnit.ac.in>

File No. 68 /R&C/19-20


Dated 08 May 2019

All HoDs

It is bring to your kind notice that expenditure for the transporation/ taxi charges will be calculated against the total expenditure for various activites under testing and consultancy projects as per expenditure limit as per Rule 7.1(5) and 7.2(5) for the Type III and Type IV respectively.

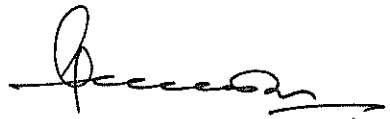
It is worth to mention that as per Rule 6.1 under special circumstances if the expenditure is likely to exceed the permissible limit as per Rule 7.1(5) and 7.2(5) prior approval from the Director must be obtained on the recommendation Dean (R&C).

This letter is issued with approval of Director.


08.05.2019
(Satyajeet Kumar)
AR (R&C)

Copy for kind information to:-

1. Director
2. All Pls


08.05.2019
(Satyajeet Kumar)
AR (R&C)



अधिष्ठाता (शोध एवं परामर्श) कार्यालय
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Ref. No. 347/R&C/2018-19

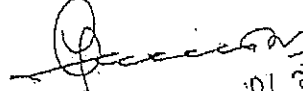
Date: 01/10/2018

कार्यालय आदेश

वृत्तया इस विभाग द्वारा निर्गत अधिसूचना संख्या 305/आर एंड सी / 16-17 दिनांक 04.12.2016 का संदर्भ ग्रहण करें। इस संबंध में यह सूचित किया जाता है कि सक्षम अधिकारी द्वारा विभिन्न विभागों में राष्ट्रीय एवं अन्तर्राष्ट्रीय सम्मेलन/ संगोष्ठी/ कान्फ्लेव आयोजित करने हेतु सीड मनी (Seed Money) के रूप में निम्नलिखित राशि की वित्तीय सहायता आर एंड सी कार्यालय द्वारा उपलब्ध कराने हेतु अनुमोदन प्रदान किया गया है।

| क्रम संख्या | कार्यक्रम का नाम | राशि प्रति वित्त वर्ष के अनुसार |
|-------------|--|---------------------------------|
| 1 | राष्ट्रीय स्तर के सम्मेलन/ संगोष्ठी/ कान्फ्लेव | रुपये 1.00 लाख मात्र |
| 2 | अन्तर्राष्ट्रीय स्तर के सम्मेलन/ संगोष्ठी/ कान्फ्लेव | रुपये 1.50 लाख मात्र |
| 3 | अन्य क्षेत्रीय कार्यक्रम | रुपये 0.50 लाख मात्र |

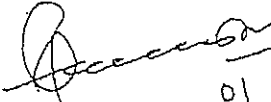
इस संबंध में यह भी निर्णय लिया गया है कि विभागों द्वारा समय समय पर आयोजित शार्ट टर्म ट्रेनिंग कार्यक्रम/ फॅकल्टी डेवलपमेंट कार्यक्रम हेतु इस प्रकार की वित्तीय सहायता प्रदान नहीं की जायेगी। तथापि अगर किसी विभाग/ अनुभाग के द्वारा केवल संरक्षण के अधिकारियों / कर्मचारियों के लिए शार्ट टर्म ट्रेनिंग कार्यक्रम / कार्यशाला आयोजित होती है तो प्रति वित्त वर्ष रुपये 25000/- प्रति विभाग के आधार पर वित्तीय सहायता, प्रस्ताव विशेष पर सक्षम अधिकारी के अनुमति हेतु विचारार्थ प्रस्तुत किया जा सकता है।


01 अक्टूबर 2018
(सत्यजीत कुमार)
सहायक कुलसचिव

प्रतिलिपि सूचनार्थ :-

1. निदेशक महोदय
2. सभी विभागों के विभागाध्यक्ष
3. कुलसचिव महोदय

अतिरिक्त
4/20/18
31/10/18


01 अक्टूबर 2018
(सत्यजीत कुमार)
सहायक कुलसचिव



अधिष्ठाता (शोध एवं परामर्श) कार्यालय
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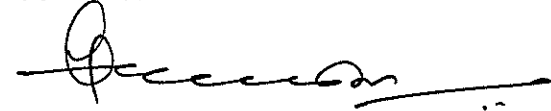
Ref. No. 574/R&C/2018-19

Date: 18-01-2019

Office Order

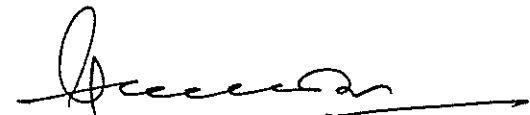
Competent Authority has constituted below mentioned R&C Standing Committee to take care the matters related with Research & Consultancy requiring immediate attention :-

- | | |
|---|---------------|
| 1. Dean (R&C) | : Chairperson |
| 2. Associate Dean (R&C) | : Member |
| 3. Prof. Vijaya Bhadauria, ECED | : Member |
| 4. Prof. Shivesh Sharma, Biotech Deptt. | : Member |
| 5. Prof. Mukul Shukla, MED | : Member |
| 6. Assistant Registrar (R&C) | : Convener |


(Satyajeet Kumar) 18 Jan 19
Assistant Registrar

Copy for kind information to:-

1. Director
2. Registrar
3. Assistant Registrar (Co-Ord)
4. All concerned


18 Jan 19
(Satyajeet Kumar)
Assistant Registrar



अधिष्ठाता (शोध एवं परामर्श) कार्यालय
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E-Mail : deanrc@mnnit.ac.in

Ref. No. 205/R&C/2018-19

Dated: 05/07-2018

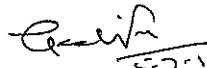
Notification

As per approval of BOG vide resolution on item no. 53.12 on the minutes of 48th meeting of finance committee held on 19-06-2018, conveyed vide Registrar office letter no. 630/Reg.Off./48th FC Meeting/2018-19 dated 29-06-2018, It is notified that:-

1. The third party inspection projects will be covered under the existing provision of 'Type IV' projects.
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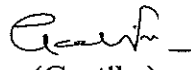
The above rules will be implemented with effect from 01-Jul-2018.


(Geetika)
Dean(R&C)

For kind information

Copy to:-

1. Director
2. All HoDs/Deans
3. Registrar


(Geetika)
Dean(R&C)

अधिष्ठाता (शोध एवं परामर्श) कार्यालय
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प्रयागराज- 211004 (भारत), दूरभाष संख्या 0532-2271033,34

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Prayagraj - 211 004 (India), Phone no. 0532-2271033,34
Website: <http://www.mnnit.ac.in>

Letter no. 129 /R&C/19-20

Dated 06/06/2019

Office Order

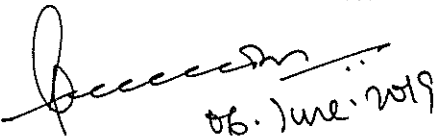
Approval of Competent Authority is hereby conveyed for amendment in following Committee for the purpose of Recruitment of Selection Committee of various projects and evaluation for extension of project staff after completion of their tenure as per project duration and project guidelines.

A) Composition of Selection Committee for recruitment of Project Staff:-

- | | | |
|----|---|-------------------|
| 1. | Dean (R&C) / Associate Dean | - Chairperson |
| 2. | Head of Department or nominee | - Member |
| 3. | Member (Same Department) – Nominated by Director | - Member |
| 4. | Member (Other Department)- Nominated by Director | - Member |
| 5. | PI & Co PI | -Member/ Convenor |

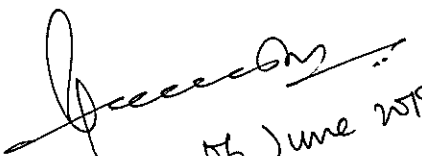
B) Composition of Evaluation Committee in respect of Project Staff:-

- | | | |
|----|--------------------------------|--------------------|
| 1. | Dean (R&C) / Associate Dean | - Chairperson |
| 2. | Head of Department or nominee | - Member |
| 3. | Member – Nominated by Director | - Member |
| 4. | PI & Co PI | - Member/ Convenor |


06. June 2019
(Satyajeet Kumar)
Assistant Registrar (R&C)

Copy to :-

1. Director
- ✓ 2. All Deans/ HoDs- for circulation among faculty.
3. Registrar


06 June 2019
(Satyajeet Kumar)
Assistant Registrar (R&C)

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पत्रांक 622/ आर एंड सी / 18-19

दिनांक 11/02/2019.

सूचना

कई टेस्टिंग एवं परामर्श प्रोजेक्टों के अग्रिम समायोजन के दौरान यह पाया गया है कि कई दिनों तक कुशल एवं अकुशल मानव बलों की तैनाती विभिन्न परियोजना स्थलों पर की जा रही है। इस संबंध में अनुरोध है कि कुशल एवं अकुशल मानवबलों की तैनाती के संबंध में निम्नलिखित तथ्यों का पालन सुनिश्चित करने का कष्ट करें -

1. कुशल एवं अकुशल कर्मचारियों के नाम, पिता का नाम एवं पूरा पता (आधार संख्या और / अथवा मान्य पहचान पत्र संख्या सहित) मस्टर रोल में अंकित करें।
2. कुशल एवं अकुशल कार्यों की प्रकृति का विवरण एवं समायोजन मस्टर रोल में उल्लिखित करें।
3. कुशल एवं अकुशल मानवबलों हेतु न्यूनतम मजदूरी दर का पालन आवश्यक है।
4. प्रयागराज जिले के अंतर्गत चल रहे परियोजनाओं के अंतर्गत कुशल एवं अकुशल मजदूरों की तैनाती संस्थान में कार्यरत एजेन्सी के द्वारा किये जाने पर प्राथमिकता दी जा सकती है।

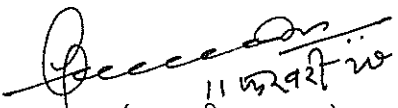
सभी परियोजनाओं के मुख्य अन्वेषक कृपया उपरोक्त बिन्दुओं का अनुपालन सुनिश्चित करें।

उपरोक्त सूचना सक्षम अधिकारी के अनुमोदन से जारी किया जाता है।

(सत्यजीत कुमार)
सहायक कुलसचिव

सूचनार्थ एवं आवश्यक कार्रवाई हेतु -

1. निदेशक महोदय
2. कुलसचिव महोदय
3. सभी विभागाध्यक्ष -- कृपया उक्त सूचना को सभी पी आई के मध्य परिचालित करें।
4. मोहम्मद दानिश अंसारी, सहायक कुलसचिव (मानवबल)


11 फरवरी 2019
(सत्यजीत कुमार)
सहायक कुलसचिव

अधिष्ठाता (शोध एवं परामर्श) कार्यालय
मोतीलाल नेहरू राष्ट्रीय प्रौद्योगिकी संस्थान इलाहाबाद
प्रयागराज-211004 (भारत)

OFFICE OF THE DEAN (RESEARCH AND CONSULTANCY)
MOTILAL NEHRU NATIONAL INSTITUTE OF TECHNOLOGY ALLAHABAD

Prayagraj- 211 004 (India)
Website: <http://www.mnnit.ac.in>

Ref. No. 467/R&C/2018-19

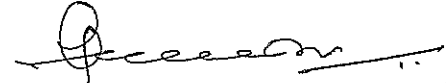
Date: 29/11/2018

Office Order

Competent Authority has constituted the following Committee for publishing Newsletter "SHODH" highlighting research activities of the Institute. The said news letter will be published twice in a year depending upon the flow of related information received by R&C. :-

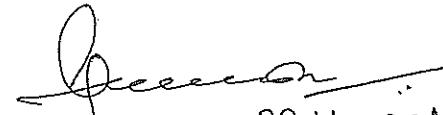
1. Prof Rajeev Tripathi, Director
2. Prof Geetika, Dean (R&C)
3. Prof Nand Kishor, Associate Dean (R&C)
4. Sh. Satyajeet Kumar, Asstt Registrar

: Patron
: Editor in Chief
: Editor
: Associate Editor


29 Nov 2018
(Satyajeet Kumar)
Assistant Registrar

Copy for kind information to :-

1. All concerned


29 Nov 2018
(Satyajeet Kumar)
Assistant Registrar



अधिष्ठाता (शोध एवं परामर्श) कार्यालय
मोतीलाल नेहरू राष्ट्रीय प्रौद्योगिकी संस्थान इलाहाबाद
प्रयागराज— 211004 (भारत)

OFFICE OF THE DEAN (RESEARCH AND CONSULTANCY)
MOTILAL NEHRU NATIONAL INSTITUTE OF TECHNOLOGY ALLAHABAD
Prayagraj – 211 004 (India)

Ref. No. 204 /R&C/2019-20

Date: 16/07/2019

Office order/कार्यालय आदेश

Shri Satyajeet Kumar, Assistant Registrar, Dean (R&C) Office is here by nominated as Member for various purchase activities related with externally funded projects and other procurement related activities of office of Dean (R&C) with effect from 06-06-2019

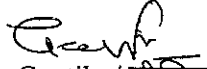
Service rendered by Dr. D.K. Yadav, Professor, CSED as R&C Core Committee Member associated for procurement activities are highly appreciated.

This is issued with the approval of Competent Authority.

श्री सत्यजीत कुमार सहायक रजिस्ट्रार, अधिष्ठाता (शोध एवं परामर्श) कार्यालय को इसके लिए वाह्य रूप से वित्त पोषित परियोजनाओं से संबंधित विभिन्न क्रय गतिविधियों और अधिष्ठाता (शोध एवं परामर्श) के कार्यालय से संबंधित अन्य क्रय सम्बंधित गतिविधियों के लिए सदस्य के रूप में नामित किया गया है जो 06-06-2019 से प्रभावी है।

R&C कोर कमेटी सदस्य क्रय के रूप में डॉ. डी के यादव, प्रोफेसर, CSED के कार्यों की सराहना की जाती है।

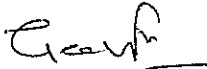
यह आदेश सक्षम अधिकारी के अनुमोदन से जारी किया जाता है।


Geetika/ गीतिका

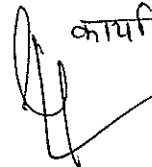
Dean (R&C)/अधिष्ठाता (शोध एवं परामर्श)

Copy to:-

1. Prof. D.K. Yadav, CSED
2. Shri Satyajeet Kumar, Assistant Registrar (R&C)
3. Assistant Registrar (Purchase)


Geetika/ गीतिका

Dean (R&C)/अधिष्ठाता (शोध एवं परामर्श)


कार्यालय श्री
डॉ. डी के यादव
10-7-19

Motilal Nehru National Institute of Technology
Allahabad

No. 645 /AOS/16th FC Meeting/2009

August 24, 2009

Dean (R&C)


The Finance Committee in its meeting held on 26.06.2009 considered the proposed corrected and modified Research and Committee norms of the Institute has approved the same with the modification vide resolution No. 16.05.

Res. No. 16.05:

"The Finance Committee considered the proposed corrected and modified Research & Committee norms of the Institute and approved the same with the modification in para No. 8.4 and 9.0 of the R & C norms. Final and modified Research and Consultancy Norms as approved is enclosed herewith as **Annexure No. 1.**"

The above decision of the Finance Committee is duly approved by the Board of Governors in its 20th meeting held on 26.06.2009.

Kindly ensure necessary action at your end.


21/08/09
(Sarvesh K. Tiwari)
Registrar (Oftg.)

No. 645 /AOS/16th FC Meeting/2009

August 24, 2009

Copy forwarded for information and necessary action to:-

1. All Heads of Departments/All Deans
2. Dy. Registrar (Accounts)/Dy. Registrar (Academic)
3. S.P.O./ A.E. (M)/A.E. (E)/ Medical Officer/PTP
4. E.O. to Director


24/08/09
(Sarvesh K. Tiwari)
Registrar (Oftg.)

PROPOSED MODEL RULES FOR INDUSTRY SPONSORED RESEARCH, CONSULTANCY & TESTING

1. INTRODUCTION

The Institute considers industry sponsored research work, consultancy & testing as important activities to achieve several objectives such as:

- contributing to the infrastructural & industrial growth of the Nation and for welfare of the human society,
- fostering industry institute interaction,
- helping students, especially post-graduate students for their industrial orientation,
- enhancing professional expertise of the faculty members and technical staff,
- generating funds for the Institute's development and academic growth of the faculty
- developing insight for practical feasibility in research,
- providing service to the community/society, and
- extending knowledge/know how for technology itself.

Therefore, as a matter of policy, the Institute encourages its faculty members to undertake research and consultancy work. The research scholars, post graduate and under graduate students may also be encouraged to be involved as student associates in such work. However the research, consultancy and testing work should no way disturb teaching and other usual activities of the academic staff, associated staff and students.

2. SCOPE

The scope of work is broadly outlined as follows, all in the project mode:

Government sponsored and similar research (Type I)

All the projects concerning research work including specialised Technology Development Mission projects sponsored by any government organisation or similar funding agencies shall be classified as Type I projects.

Industry sponsored research (Type II)

Sponsored R&D projects usually of 2-5 years duration with substantial funding through grants from industries (both National and International), including specialised Technology

Development Mission projects. Such projects include long-term basis, developmental, and applied research, leading to appropriate solutions to scientific and technological problems.

Consultancy (Type III)

Projects or jobs awarded/assigned/accepted from Industry, NGOs, or Government departments, which are generally of short duration (varying from a few weeks to a year), having clear cut deliverables, and which are aimed at solving specific problems of interest to user agencies will be considered as Consultancy. Consultancy may be of advising in nature, and also of highly specialized training, team building, product/software development etc. These projects are not expected to use any laboratory facilities and any other equipment.

Testing (Type IV)

Such projects will cover Laboratory testing/ field testing/field measurement, calibration of equipment/instruments, testing of materials, design, software etc.

The above may involve:

- (a) Visit to actual sites of work place of Institutions, Industries, organizations and other external agencies to assess the nature and magnitude of the problem faced and technical services required,
- (b) Surveying of land, traffic, infrastructure, market, plant and machinery, techno-economic feasibility, damages, environment, pollutants, wastes etc.

Collaborative and other Projects (Type V)

Any R&D and/or training projects in collaboration with any organization/Institute or any other projects not covered in Type I, II, III or IV, will be classified as Type V category. Also the type of work not covered under Type I to Type IV as above shall be decided on case to case basis by the Director.

3. RESEARCH AND CONSULTANCY COMMITTEE

There shall be a Research and Consultancy (R & C) Committee to manage Research and Consultancy works in the Institute.

The R & C committee shall be appointed by the Director with Dean (R&C) as Chairperson and deputy Dean (R&C) as the convener.

[Signature]

4. ROLES

4.1 Director:

- Overall guidance and deciding norms and logistics for sponsored research, consultancy and testing
- Projecting the image of the Institute at top levels nationally and internationally as a centre of excellence for research and consultancy in addition to its academic excellence
- Interacting with high level contacts and for guiding Dean (R&C) and other faculty members for facilitating the above mentioned activities
- Oversight of the activities for smooth functioning and quality of service
- Appoint team for interdepartmental projects, or any other projects as seemed to be important by him
- To resolve in case of disputed/unresolved matters at the level of Head/Dean
- Institute level all statutory correspondences for all projects.
- For any consultancy/ testing project above Rs one lakh, proposal for team etc. sent him, he will in turn try for a wider participation, before approving.

4.1.1 Director's office staff/ Secretarial Assistance:

- To co-ordinate the movement of various files between Departments, Dean (R&C) office and to maintain their proper record.
- To provide secretarial help to the Director in the matter related to R&C in performing his role.
- Any other work assigned by the Director related to the R&C activities.

4.2 Dean (R&C):

- To encourage and promote sponsored research projects in the Institute
- To promote interaction between the Industry/ Government organizations and the Institute for the research, consultancy and collaboration
- To assist the Director for functioning for his/her role
- To co-ordinate with different departments in the Institute for management of testing and consultancy projects and sponsored research projects
- To interact with different clients for their feedback
- To take up and follow up matters with statutory bodies

4.2.1 Deputy Dean (R&C):

- To assist Dean (R&C) in facilitating of various sponsored research projects, consultancy and testing projects in the Institute

forat

- To call the R&C committee meeting as and when required by Dean R&C or the Director.

4.2.2 Dean (R&C) office staff / Secretarial Assistance:

- To maintain the records of testing, consultancy and research projects in the Institute
- To maintain the account of the projects
- To deposit the various taxes imposed by Govt. of India from time to time
- To co-ordinate between Dean/Director's office and various departments
- All other works directed by the Dean(R&C)/Director

4.3 HODs:

- Appointment of principal investigator & the team maintaining professional harmony in the department (Except for those Projects for which the faculty members themselves initiate the projects). For any consultancy/ testing project above Rs one lakh, proposal for team etc. shall be sent to the director, who will in turn try for a wider participation before approving.
- To facilitate all the sponsored research projects, testing and consultancy projects in the department.
- Making recommendations to the Dean (R&C) regarding expenditure from the project funds and honoraria to be paid to faculty, staff and students as per norms.
- To resolve all the disputes regarding testing and consultancy works in the department.

4.3.1 Departmental Office staff / Secretarial Assistance:

- To maintain all the records of sponsored research projects and testing & consultancy projects in the department
- To co-ordinate between Dean (R&C) office and the department

4.4 Principal Investigator (PI):

- To execute the project and to prepare report
- To get new projects from Industry, Government and other agencies
- Handling intermediate technical communications with the clients
- Responsible for the completion of the project in specified time
- Responsible for maintaining integrity and quality of work done

4.4.1 Team Members:

- To do the job assigned to him/her by PI

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▪ To coordinate with the PI for the completion of the project

4.4.2 Student/Research Associates:

▪ To work with the PI and the team as per project requirements.

*Office staff in the departments, R&C office and Director's office, who opts for any R&C remuneration, may not be eligible for hand receipt/conveyance for extra time working for the period.

5. FEES

The total agreed charges of a consultancy project will consist of the cost for Institute support, actual expenses, service tax and cess as prescribed by GOI from time to time, honorarium and remuneration to be distributed to the faculty and staff involved.

Usually no work will be taken of value less than rupees five thousand plus GOI taxes.

Note: Estimates for the above expenses should be carefully prepared by the Principal Investigator keeping in view the cost of equipments/depreciation, material and services to be procured from market and the time required for the project. The proforma bills raised against these estimates must be in standard printed form and properly maintained in the laboratory for any future communication. HOD shall make sure that estimates are properly done and norms maintained. Any project estimate above five lakh (excluding taxes etc) will have to be approved by the Director. While estimating the Institute support charges, service tax, and other such components will have to be included.

5.1 Testing & Consultancy Fee

Fees shall depend upon several factors such as time spent, importance of advice and experience of the faculty etc. The remuneration will be paid to the faculty/staff as per the norms and rules of the Institute and on the recommendation of the Principal Investigator through Head of the Department concerned.

5.2 Each department would submit to the Dean (R&C) a list of testing which could be offered by them along with the rate for charge/fees, and also the areas where the department is capable of offering consultancy.

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5.3 Realization of Consultancy fee

All fees in connection with the consultation/testing work shall be paid in advance to the Institute in favour of 'Director MNNIT', which would be in turn be transfer to the Dean (R&C) accounts.

6. NORMS OF EXPENDITURE

- 6.1 The entire expenditures in a project of Type III should not exceed the amount as given in clause 7.1(5) and for projects of Type IV should not exceed the amount as given in clause 7.2(5). In special circumstances if the expenditure is likely to exceed the above mentioned amount, prior approval from the Director must be obtained on the recommendation Dean (R & C).
- 6.2 The norms for the expenditure for the projects of type II and V will be decided in consultation with the Principal Investigator, HOD concerned, Dean (R&C) and the same may be approved by the Director on case to case basis.
- 6.3 Institute students may engaged as associates for consultancy and testing work on payment of Rs. 150/- per day for UG students and 200/- per day for PG / Ph. D. students.
- 6.4 Principal Investigator can engage experts from outside the Institute with maximum payment not exceeding 20% of the amount after payment of Institute charges and with the approval of the Director on the recommendation of Dean R & C. This will be within the limit of total expenditure.
- 6.5 Site visit charges for faculty members will be minimum Rs. 1000/-, Rs. 1500/- for HOD and Dean (R&C) and Rs. 2000/- for the Director per day and T.A. / D.A. shall be as per Institute norms or could be as per client's norm whichever is higher.
- 6.6 Special casual leave may be admissible for individual consultancy work for seven working days in a semester. For absence beyond 7 days for consultancy work, leave as due will be taken by the staff member.. Any absence from the Headquarters in connection with consultancy project of any type will be with prior approval of HOD/ Dean(R&C)/ Director as applicable, and station leaving form have to be filled up as usual.
- 6.7 The accompanying supporting staff for site visit will be paid Rs. 150/- per day and T.A./D.A. as per Institute norms. Special Casual Leave of maximum of 07 days may be given to the supporting staff on the recommendation of PI and the HOD concerned per semester in special cases of expertise.
- 6.8 Expenditure / travel / field visit proposals for R&C projects need not be put to the Director through Dean (R&C) for approval.

[Signature]

7. DISTRIBUTION OF CONSULTANCY & TESTING FEES

The total remuneration to be received by a staff from consultancy/testing work normally should not exceed 75% of his/her gross salary received during the financial year. Director may allow consultants to receive remuneration exceeding the prescribed limit on case to case basis depending on the merit of the case. All the distribution of the consultancy & testing fees should be done in the same financial year after completion of the work unless completed at the fag end. The PI for consultancy/ testing project will submit distribution in a standard proforma based on the following distribution:

7.1 Distribution for Type III Project (with use of computers and other infrastructures of the department)

| | |
|---|----------------|
| (1) Total fee received | = A |
| (2) Deduction for service tax and/or any other Tax by GOI | = B |
| (3) Project Money (X) | = A - B |
| (4) Institute Overhead (Y) | = 25% of X |
| (5) Maximum Expenditure for project as actuals (E) | = 25% of (X-Y) |
| (6) Distribution as given below (D) | = X - (Y+E) |
| (a) Honorarium to Director | = 2.6 % of D |
| (b) Honorarium to Dean and Dy. Dean (R&C) | = 2.0 % of D |
| (c) Honorarium to HOD | = 2.5 % of D |
| (d) Remuneration for secretarial assistance for Director | = 1.0 % of D |
| (e) Remuneration for Additional secretarial assistance to Dean (R & C) if any | = 1.0 % of D |
| (f) Remuneration for secretarial assistance for Department | = 1.0 % of D |
| (g) Remuneration for PI and Investigators | = 89.9 % of D |
| (to be decided by the PI) | |

7.2 Distribution for Type IV Project (involving use of Laboratory facilities)

| | |
|---|----------------|
| (1) Total fee received | = A |
| (2) Deduction for service tax and/or any other Tax by GOI | = B |
| (3) Project Money (X) | = A - B |
| (4) Institute Overhead (Y) | = 40% of X |
| (5) Maximum Expenditure for project as actuals (E) | = 25% of (X-Y) |
| (6) Distribution as given below (D) | = X - (Y+E) |

Final

- (a) Honorarium to Director = 2.6 % of D
- (b) Honorarium to Dean and Dy. Dean(R&C) = 2.0 % of D
- (c) Honorarium to HOD = 2.5 % of D
- (d) Remuneration for secretarial assistance for Director = 1.0 % of D
- (e) Remuneration for Additional secretarial assistance to Dean (R & C) if any = 1.0 % of D
- (f) Remuneration for secretarial assistance for Department = 1.0 % of D
- (g) Remuneration reserved for any other paramount need decided by the Director in consultation with the PI = 2.0 % of D
- (h) Remuneration for Investigators, supporting staff (I) = 87.9 % of D
 - 65% of I will be investigators remuneration
 - 35% of I will be testing / laboratory supporting staff remuneration

(If there are more than one supporting staffs involved in the testing work, the remuneration among them will be distributed in proportion of their basic salary)

Note: Any staff being paid, employed specifically for R&C jobs may not be paid any remuneration.

8. PROJECT INITIATION AND MANAGEMENT

8.1 Governmental Sponsored and Industry Sponsored Projects

Each government sponsored or Industry sponsored project will have a Principal Investigator (P.I.) who will be either appointed / approved by the director or appointed by the sponsoring agency. No project of the Institute would be sent outside without prior intimation to Dean (R&C) so that proper records are maintained. Nor projects would be sent outside the institute without the approval / consent of the Director. If officiating Director needs to forward any project for urgency may consult director before forwarding. PIs, normally may be a faculty member in the service of the Institute and will be completely responsible for the completion of the project. PIs would maintain financial and other records as per norms and procedure laid down by the project agency. PIs will have full freedom regarding the appointment of research fellows/research associates / faculty members and support staff depending upon the needs of the project.

8.2 Consultancy/Testing Projects

Each consultancy/ Testing Project will have a Principal Investigator (P.I.) who will be normally a faculty member in the service of the Institute and who will be completely responsible for the completion of the project work. All the proposals for consultancy,

Final

testing, research would have to be sent to the Director who would allocate to the departments and in some cases to the faculty member directly with intimation to Head and Dean (R&C).

8.2.1 Appointment of Principal Investigator (P.I.) and the team

The requisition of consultancy project work will go to the Director who will authorize HOD for appointment of the Principal Investigator and the team as per expertise required for the project. HOD concerned will appoint PI and form the team in consultation with the PI. Information about the PI appointed and the team formed shall be communicated to the dean R&C, before taking up the work. Any controversy in appointing PI and/or team shall be looked into by Dean (R&C) and solve. If it is felt, it may be sent to the Director. Any change in PI and the team at a later stage (if any) must be communicated to Dean (R & C) clearly stating the reason for such change. For interdisciplinary or other important projects Principal Investigator and the team shall be appointed by the Director in consultation with respective HODs and the information shall be provided to the Dean (R&C). For inclusion of Ph.D students, the respective supervisor's consent is to be taken. In case of research projects, the PI will be appointed / approved by the Director or the sponsoring agency.

8.3 Collaboration with outside organization/subcontracting

If collaboration with outside Institution or subcontracting a part of the project is envisaged; the nature, scope and financial budget of the proposed arrangements will also be defined at the beginning of the project and to be sent to the Director through Dean (R & C), for his approval.

To take care of any consultancy and testing above Rs one lakh, Project may be sent to the director for his approval.

8.4 Encouragement for Research Projects

- (1) There will be provisions for extending additional facilities to the PIs, coordinators etc. of the research projects (for producing PhDs, publications, patents etc.) from the fund of the Dean (R&C), in terms of attending National/International conferences, equipping and updating the laboratories, traveling for academic work, trainings etc. A Standing Committee constituted by the Director will make suitable recommendations to him for approval on the basis of the quantum of the research projects, its outcome, publications, collaborations, patents etc.

Final

- (2) Although research projects are by and large in the credit of the faculty members, it is observed that the projects are awarded also on the basis of the status of the Institute, Infrastructure available, its management etc., and the Institute Authority ultimately has to sign utilization etc., hence there shall be some control and monitoring of the Projects. However, more special provisions shall be made for the research projects of the Institute vis-à-vis the testing/consultancy projects.
- (3) The norms of projects in which the rules are specified by the respective funding agencies, shall be adopted in the frame work of the Institute's norms.

9. FUNDS

The funds received for the purpose will be first deposited in the Institute Account and then transferred to a bank account in the name of Dean (R&C), M.N.N.I.T, Allahabad. The account will be jointly operated by the Dean (R&C) and Director. Cheques upto Rs. 25000/- will be signed by either the Dean (R&C) or the Director whereas cheques for amount higher than Rs.25000/- will be signed by both the Dean (R&C) and the Director.

10. FEEDBACK

The Dean (R&C) will occasionally interact with the clients for their feedback about the services and also will take some formal feedback, and would give the feedback analysis to HODs, if necessary to the Director to ensure quality of the services.

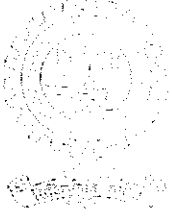
11. DOCUMENTATION OF REPORTS

The reports generated after completion of consultancy/testing project will be submitted to the Office of the Dean (R & C) clearly stating the project No., by the Principal Investigator (P.I.) through concerned HOD along with the record of final distribution of amount for further processing. The expenditure and final distribution would be forwarded to the Director for his approval.

12. OTHERS

Amounts may be modified by the Director on recommendation of the R&C as and when it is essential. In exceptional cases, Director may make some alterations in the stated norms. If a situation that is not covered above arises, it would be resolved by the Director of the Institute.

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अधिष्ठाता (शोध एवं परामर्श) कार्यालय
मोतीलाल नेहरू राष्ट्रीय प्रौद्योगिकी संस्थान इलाहाबाद
प्रयागराज – 211004 (भारत)

OFFICE OF THE DEAN (RESEARCH AND CONSULTANCY)
MOTILAL NEHRU NATIONAL INSTITUTE OF TECHNOLOGY ALLAHABAD
PRAYAGRAJ – 211 004 (India)
Website: <http://www.mnnit.ac.in>

पत्रांक : 59 /R&C/2020-21

दिनांक: 15-06-2020

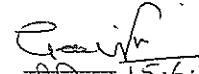
अधिसूचना

संस्थान/विभागों के प्राध्यापकों द्वारा वाह्य संस्थाओं द्वारा वित्त पोषित प्रोजेक्ट में क्रय होने वाले प्रयोगशाला उपकरण आदि के सम्बन्ध में-

प्रोजेक्ट के फण्ड व अन्य संसाधनों का दायित्व संस्थान का होता है। प्रोजेक्ट में प्रयोग होने वाले सभी प्रयोगशाला उपकरण व अन्य संसाधन संस्थान की सम्पत्ति बन जाते हैं। वित्तीय संस्थाओं के नियम व शर्तों में ये उल्लिखित होता है कि “सभी उपकरण/संसाधन संस्थान की प्रयोगशाला का हिस्सा हैं व उन्हें संस्थान के एकेडमिक कार्यों में भी प्रयोग किया जा सकता है।”

सभी मुख्य अन्वेषकों से अपेक्षित है कि इन प्रयोगशालाओं व अन्य संसाधनों का उपभोग अन्य फैकल्टी, छात्र-छात्राओं व शोधकर्ताओं को भी आवश्यकतानुसार करने दिया जाये।

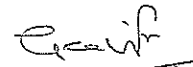
यह अधिसूचना सक्षम अधिकारी के अनुमोदन पर जारी की गयी है।


गीतिका 15.6.2020

अधिष्ठाता(शोध एवं परामर्श)

प्रति-

- 1) निदेशक, एमएनएनआईटी इलाहाबाद, सूचनार्थ
- 2) सभी विभागाध्यक्ष/चेयरमैन: सूचनार्थ व विभाग के सभी प्राध्यापकों को सूचना देने के अनुरोध सहित
- 3) कॉर्डिनेटर, कम्प्यूटर सेंटर: सभी प्राध्यापकों को सूचना देने व शोध एवं परामर्श के वेबसाइट पेज पर अपलोड करने के अनुरोध सहित
- 4) अधिष्ठाता(शोध एवं परामर्श): गार्ड फाइल


गीतिका 15.6.2020

अधिष्ठाता(शोध एवं परामर्श)



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Dated: 17 -06-2020

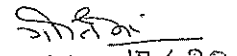
सूचना

प्रोजेक्ट स्टॉफ एवं अन्य कर्मचारियों को सम्बन्धित मुख्य अन्वेषक के निर्देशन में प्रयोगशाला में शोध कार्य करने के सम्बन्ध में।

भारत सरकार द्वारा जारी दिशा-निर्देश (आदेश संख्या 40-3/2020-DM-I(A) दिनांक 30.05.2020 के अनुपालन में, संस्थान को संस्तुत वाह्य वित्त पोषित परियोजनाओं में कार्यरत प्रोजेक्ट स्टॉफ एवं संबन्धित अन्य कर्मचारियों को सम्बन्धित मुख्य अन्वेषक के निर्देशन में सम्बन्धित प्रयोगशाला में कार्य करने हेतु अनुमति प्रदान कर दी गयी है।

तदनुसार, उपरोक्त के सन्दर्भ में सभी विभागाध्यक्ष से अपेक्षित है कि प्रोजेक्ट स्टॉफ एवं कर्मचारियों को सम्बन्धित मुख्य अन्वेषक के निर्देशन में प्रयोगशाला में सुनियोजित तरीके से शोध कार्य करने की सुविधा प्रदान करने में सहयोग दें।

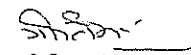
यह अधिसूचना सक्षम अधिकारी के अनुमोदन पर जारी की गयी है।


(गीतिका) 17-6-20

अधिष्ठाता (शोध एवं परामर्श)

छायाप्रति:—

- 1) निदेशक महोदय को सूचनार्थ प्रेषित
- 2) सभी विभागाध्यक्ष/अध्यक्ष, सूचनार्थ व विभाग के सभी मुख्य अन्वेषकों को सूचना देने के अनुरोध सहित।


(गीतिका)

अधिष्ठाता (शोध एवं परामर्श)