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JAI NARAIN VYAS UNIVERSITY
JODHPUR

GUIDELINES FOR GRANT OF PERMISSION FOR UNDERTAKING
PROFESSIONAL CONSULTANCY, TESTING AND RULES AND
REGULATIONS THERE OF.

APPLICABLE WITH EFFECT FROM ACADEMIC SESSION 1997-98

Every efforts be made to increase consultancy and testing in various laboratories in order to optimally utilise the available expertise and facilities. The consultancy and testing be increased in all academic Departments of various Faculties. For consultancy, in addition to the teachers of various academic Departments the officials of the Building Cell will be eligible for professional consultancy.

In order to develop necessary information and database, the staff members who would desire to be consultants may apply for registration on a prescribed registration form to the University through proper channel. The registration will be for one year and may be renewed every year.

1. Categories of Professional consultancy:
 - (a) Individual consultancy which does not involve the use of Institutional facilities.
 - (b) Individual consultancy which involves the use of Institutional facilities.
 - (c) Institutional/Departmental consultancy which involves the use of the University facilities.

2. Permission for Professional consultancy:

A consultancy assignment by a Faculty member will be undertaken only under intimation to the University through the Head of the Department. The Faculty member shall intimate the terms of consultancy he has accepted as per prescribed proforma (Appendix-I).

3. Individual consultancy work shall be done under the name and personal signature of the individual consultant. It shall not bear the stamp of the University

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REGISTRAR
Jai Narain Vyas University
JODHPUR (Raj.)

Payment for Professional consultancy:

(a) Individual consultancy (category 'a')

A faculty member will receive 75% of the total consultancy fee paid by the client and the balance 20% of such amount shall be remitted to the University Development Fund, if the work does not involve use of institutional facilities. 5% shall be used for administrative overhead charges.

(b) Individual consultancy involving the use of Institutional facilities, will be undertaken only with the approval of University through the Head of the department. 50% of

the total consultancy fee paid by the client will be received by the Faculty member and the balance of 45% of such a sum shall be remitted to the University Development Fund, provided that for the use of University facilities the entire expenses will be borne by the client over and above the consultation fee. 5% shall be used for administrative overhead charges.

(c) Institutional/Development consultancy involving the use of University facilities:

50% of the total consultancy fee paid by the client will go to the department/group accepting the assignment for reimbursement to the Faculty members conducting the consultancy work, and the balance of 45% of such amount shall be remitted to the University Development Fund, provided that for the use of University facilities the entire expenses will be borne by the client over & above the consultancy fee. 5% shall be used for administrative overhead charges.

(d) The share of the consultancy and testing fee to be deposited in the University be credited to the Development Fund of the University and 50% be utilised towards the development of the Department and Faculty concerned.

(e) The remaining 50% may be utilised for the

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Utilization of testing facilities:
Many academic Departments have well equipped laboratories and equipment to conduct various types of testing. For this purpose, each Department would constitute a group of experts related to a particular category of testing. Every efforts be made to avoid disproportionate distribution of testing work. Regarding the share of various persons involved in testing, including laboratory staff, will be decided by the concerned Departmental Council. 50% of total testing charges paid by the client will be distributed amongst the concerned staff members, the balance of 45% of such amount shall be remitted to the University Development Fund and remaining 5% shall be utilized for administrative overhead charges. The amount so collected in University Development Fund, the 50% shall be utilized for the development of the department and the faculty concerned. The remaining 50% may be utilized for development of common facilities in the University.

Regulation of professional consultancy and testing

- (i) The consultancy and testing fees be charged in advance except in the case of the Government Agencies and semi-Government and Autonomous bodies.
- (ii) The Consultancy and testing fee shall be received by a cheque/draft in favour of the Registrar of the University.
- (iii) The maximum limit on the payment for consultancy and testing received by an individual Faculty Member as his share in one academic year shall not exceed Rs. 50,000/-. If Vice-Chancellor finds appropriate then he can increase the maximum permissible limit which in no case shall exceed by another Rs. 50,000/- per academic session. In such cases prior permission of the Vice-Chancellor shall have to be obtained giving proper justification. Any amount in excess of the limit will be deposited to the University Developmental fund.
- (iv) There shall be no limit on the payment for consultancy and testing received by the Department / Faculty of the University.
- (v) T.S./D.A. shall be paid by the client as per agreement with the client.

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(vi) The consultant can make use of the University computer, other facilities like laboratory testing etc. on payment basis or use such service from outside for the consultancy assessment. The payment for the use of such facilities will be made on the actual basis.


(vii) Examinations, lecturers, selection committees and other professional work of the Faculty shall not be included in consultancy.

(viii) The consultancy/testing work should not interfere with the normal teaching/research work of the department/University and other duties which may be assigned to the academic staff by the University authorities.

(ix) For the purpose of consultancy and testing if any leave of absence is required, it shall be debited to the leave account of the consultant concerned. No duty, academic or deputation leave will be permissible on this account.

(x) Each person willing to undertake any consultancy work will apply for registration to the Registrar with a fee of Rs. 250/- per academic session.

These guidelines may be revised after three years.


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