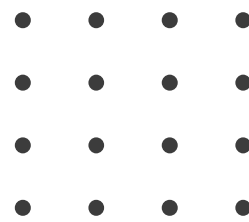


CONSULTANCY POLICY



KAKATIYA UNIVERSITY
VIDYARANYAPURI, WARANGAL



www.kakatiya.ac.in

Guidelines for Individual /Personal Consultancy Work by the Faculty of Kakatiya University

I. Objectives:

- 1.1 The following guidelines are intended to lay down the terms and conditions on which the teachers of the Kakatiya University will be permitted to undertake consultancy work while in service.
- 1.2 These guide lines are applicable to all the teachers of Kakatiya University.

II. Consultancy

- 1.1 Consultancy means any professional work undertaken directly by the teachers on personal responsibility and payment of remuneration/honorarium directly to the teacher for the professional services rendered in Indian or foreign currency with or without using the facilities in Kakatiya University.
- 1.2 This shall not include any consultancy where the funding agency desires the direct involvement of the university.

III. Permission to undertake consultancy

1. For the purpose of this guideline any teacher of Kakatiya University who undertakes consultancy with remuneration/honorarium in foreign currency shall obtain permission from the University before accepting the consultancy.
 - Provided that in case of urgency the teacher may accept the consultancy subject to permission from the University.
 - For the purpose of obtaining permission the teacher shall make a request to the University with details including the nature of

work, duration, total amount involved, remuneration/honorarium for the teacher, request from the funding agency etc.

- The University shall ordinarily give permission to undertake the consultancy except in case where the consultancy affects the security of India.
2. For the purpose of this guideline any teacher of Kakatiya University, who undertakes consultancy with remuneration/honorarium in Indian currency need not obtain prior permission from the University before accepting the consultancy.
- Provided that the teacher shall inform the Department and the University about the details including the nature of work, duration, total amount involved, remuneration /honorarium for the teacher request from the funding agency etc. after accepting the consultancy.

IV. Responsibilities of the Teacher and University:

1. The University is not liable for any of the responsibilities undertaken by the teacher including financial liability.
2. The teacher shall directly be liable to the funding agency for all the responsibilities including financial in connection with the consultancy work undertaken by the teacher.

V. Use of facilities in the University:

1. The teacher may or may not use the facilities of the University for the purpose of the successful completion of the consultancy work.
2. In case of teacher requires to use the facilities in the University he/she shall request the Department where such facility is available.

3. The Department shall give permission to the teacher to use the facility without affecting the normal use of the facility in the Department.

VI. Payment of the University share of the Remuneration/honorarium

1. Consultancy Charges/Remuneration is levied at a minimum of 10% of the estimated project cost. The teacher is free to levy any higher percentage also, depending upon his/her assessment of the value of the consultancy extended.

Of the consultancy charges/Remuneration so levied, 60% goes to the concerned teacher, 40% is to be remitted by the teacher.

2. The teacher shall inform the University about the completion of the consultancy work with evidence of the deposit of the share of the consultancy.



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