



The Heritage Institution
Estd. 1886

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Vidyalaya Marg,
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KANYA MAHA VIDYALAYA (Autonomous)

Re-accredited 'A' by U.G.C.-NAAC

"College with Potential for Excellence" by UGC

Under Star College Scheme by DBT, Govt. of India

Ref. No. _____

Date _____

POLICY ON CONSULTANCY

INTRODUCTION

Kanya Maha Vidyalaya (The Heritage Autonomous Institution) is an Institution of repute offering undergraduate and postgraduate programmes and diplomas. The mission of research infrastructure resources and consultancy projects are to create a better world through research, publications, consultancy, extension activities, day care services, exhibition-cum-sale activities, boutique services, cosmetology services, Cafeteria services, extra training courses (Hobby, IELTS, French, spoken english, IT). The faculty members of the college have been rendering consultancy services to Institutions, students, faculty, non-teaching staff, general public, local administration, media and various other sectors in both remunerative and non-remunerative manner. The consultancy policy document provides the framework to guide the process of consultancy and administrative requirements for the successful conduct and documentation of the work.

TERMS AND CONDITIONS

- Consultancy services may be offered to Institution, students, faculty, non-teaching staff, general public, local administration etc areas of expertise available in the institution.
- The services offered shall be along the lines of Professional Services and will hence carry with them obligations and ethical requirements.
- Consultancy services offered may cover a variety of activities.
- All the research projects sponsored by the Government (DST, DBT, DAE, etc) do not fall under the category of consultancy.
- The consultancy and related services should not interfere with the normal teaching and research activities in the institute.
- The faculty or a group of faculty engaged in the consultancy work shall annually report the progress of the consultancy work to the Principal and IQAC through the Head of the Department.
- Publications arising from consultancy work shall include the faculty affiliation of the institute and acknowledge for the facilities used from the institute.

Contd. 2.



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- College IPR may be used where not in conflict with rights of third parties or any commercialisation plan.
- The payment associated with consultancy is decided on the basis of type of project or area.
 1. In the services like cosmetology services, day care services, retail outlet, exhibition-cum-sale, cafeteria services, classes like hobby, IELTS, spoken English, French, IT etc in which infrastructure, s and raw materials are provided by the institution :- 100% charges to the institution.
 2. In the services in which students are involved like exhibition-cum-sale, order work, cafeteria etc in which infrastructure and raw materials is provided by the institution, the students will be paid service charges according to the items prepared by them. The broad range of payment would be from 5% - 25%.
 3. In the services in which students are involved like exhibitions, order work, cafeteria etc in which only infrastructure is provided by the institution but the raw material is purchased and services are rendered by the students, the students will be paid charges as per the items prepared by them. The broad range of payment would be from 25% - 85%.

Kanya Maha Vidyalaya encourages faculty members to do consultancy service to support external engagements that facilitate knowledge and expertise transfer contributing to economic and social impact. Such activities serve link institute and its faculty members more closely to the society. The college will review the policy from time to time depending on the need and circumstances.

Harandeep Kaur

Dean of Vocational Studies

[Signature]
Principal
Kanya Maha Vidyalaya
Jalandhar