

People's University Consultancy Policy

Preamble:

People's University (PU) encourages its faculty to undertake consultancy with various industries and extramural agencies to foster healthy and mutually symbiotically fruitful academy-industry lasting and robust relationship; to promote intellectual scientific exchange, spawn innovations and inventions, and extend their services for socially useful enterprise.

Objectives of consultancy policy:

The objective of Consultancy Policy pursued by People's University is to promote academic, industry and research interaction and to encourage and facilitate its faculty to provide knowledge inputs sought by industry, government agencies or other research organizations.

Facilitation:

The University provides the necessary facilitation conforming to the following tenets concerning consultancy:

1. People's University shall attempt to provide an atmosphere conducive to undertake consultancy by all interested and motivated faculty members in their areas of competence with the broad objective of sharing specialized knowledge and skills by faculty of the university to meet needs of industry, government and other research organisations.
2. People's University shall endeavour to sensitize all concerned with responsibilities as well as benefits of the consultancy program and its outcomes within the overall framework of the university's mission.
3. This policy on consultancy is subject to review by the University Authorities. The University may announce details of implementing procedure on this policy from time to time.
4. The Consultancy Policy will be implemented in complement of and in harmony with Research Policy of People's University.

Framework for undertaking consultancy:

1. The consultancy work shall be assigned by the university to its faculty members in their area of competence based on requests referred to the University through the departments or Research Centers with the concurrence of the Chancellor, People's University.
2. The university shall approve with the concurrence of the Chancellor, People's University the Consultancy Work proposed by a faculty who may be approached by an Industry / Research Organization / Government Agency or any other.
3. The consultancy work may be taken up through suitable agreements entered into by the university or its constituent units such as centres or departments or individual member of faculty with the recommendation of

respective Heads and approval of Registrar of the University with the concurrence of the Chancellor, People's University.

Agreements for consultancy:

1. As a minimum, the agreement will address the scope of consultancy, deliverables, mutual responsibilities, time schedules and financial terms, communications, resolution of disputes, confidentiality, IPR issues and appropriate indemnities. Normally, consultancy assignments would not involve transfer/ licensing of IPR.

2. The university may permit agreements between the consulting member and sponsoring organisation, with prior approval of the Registrar of the university for terms of such agreement and subject to resolution of possible conflicts including dislocation to other responsibilities of the consulting member or dislocation to academic programs. The grant of permission by the university to the individual to enter into consultancy agreement will be subject to concerned member's commitment to comply with the academic, business and ethical standards, priorities and discipline of the university.

Each request for consultancy will be examined based on the long-term benefit to the PU and the society at large. However, while undertaking consultancy, faculty members shall ensure that there is no adverse effect on the reputation and integrity of the PU, the commitment to academic duties of PU is not compromised, there is no harm to any of the publics, and it is ethical.

However, it may be remembered that the total annual income of the faculty from the consultancy shall not exceed 50% of the total emoluments for the applicable year. The overhead charges for the consultancy will vary from 25 to 35% of the total outlay depending on the funding agencies, mode of consultation, and utilization of PU resources.

The PU will publicize the policy of consultancy for the industry through HR policy and Research Policy. The PU will strive that the academic standing of its faculty attracts the prospective clients to seek PU's consultancy. Hence the PU website will showcase and highlight the expertise of its faculty members.

The departments currently on demand for consultancy services are: Agronomy, Biochemistry & Biotechnology, Botany, Business Administration, Chemistry, Civil Engineering, Civil and Structural Engineering, Earth Sciences, Economics, Horticulture, Pharmaceutical Sciences, Genetics and Biological Testing.

The People's University/ HR will function with the objectives of:

- Depute teaching and technical staff for training in industry.
- Organize special lectures from industry for students and staff.
- Soft skill training for the students by experts from industries.

- Organize industrial visit for the students and staff.
- Entrepreneurship skill development.
- Facilitate Industry-academia collaboration in the form of joint projects and publications.
- Collaborative organization of seminar/workshops with Industry.
- The PU will utilize the expertise of its faculty with regard to consultancy services through liaison between academy and industry. This serves to provide industrial training to students, campus placements, and long-term research collaboration.
- When any request is received from any organization regarding expert guidance to be provided the PU forwards such proposal to the concerned institution so that it is addressed by the expert individual faculty, group, and institution.

Responsibilities and privileges of PU members:

Members can engage in consultancy as long as the same is within the framework being labeled ethical and it does not involve any unresolved conflict of interest.

Members can spend any one day of the week for consultancy work without affecting the academic activities and subject to provisions specified herein. In case greater engagement than above is demanded, specific approval may be granted by the university based on merits of each case.

People's University members having consultancy project are entirely responsible for the completion of the consulting work. He/she shall ensure that all requirements of sponsoring/ funding agency in respect of reports, financial statements and other deliverables are met in a timely manner.

People's University members having consultancy work are fully responsible for the staff working in the project.

People's University members having consultancy work / project will ensure payments for all the People's University facilities used in the consultancy work as per norms decided by the University authorities from time to time.

Wherever relevant and applicable, People's University members shall provide copies of tax invoices and all other expenses incurred with respect to the research activity shall be maintained and made available as and when required.

Administrative and other support:

People's University will facilitate appropriate administrative and other support as may be needed case by case basis that may include support for processing of proposals, use of technical facilities, provision or recruitment of support staff, documentation, financial administration or even procurement support as may be relevant in each case and for the scope of consultancy.

Reporting Progress:

The faculty members who take up consultancy assignments shall periodically keep the Registrar of the university informed on the progress and submit report on satisfactory completion of the assignment along with copies of communication to this effect by the sponsoring agency

Costing approach and proceeds:

For consultancies undertaken under this policy, fees to be recovered will include charges for man-hours utilized, any out of pocket expenses like travel or outsourced services, charges for use of any technical facilities, consumables and institutional overheads of 15%. Necessary service charges too as applicable.



PEOPLE'S UNIVERSITY

(Established by MP Act No. 18 of 2011 & approved u/s 2 (f) of UGC Act 1956)

ISO 9001 : 2008 Certified


The sharing of consultancy proceeds between the university and consulting faculty will depend on the extent of expenditure elements in each case and time of engagement of working hours of the faculty and as mutually agreed

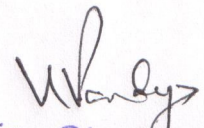
Conflict of Interest:

People's University policy with regard to conflict of interest rests on the premise of "trust & faith" and integrity of respective members to disclose any information that could lead to conflict thereby ensuring that any conflict of interest could be resolved in an appropriate manner.

Misconduct:

No faculty member engaged in consultancy assignment shall indulge in fabrication/falsification of data in either recording or reporting, resort to plagiarism knowingly or intentionally and all other such acts normally not conducive of being considered ethical. People's University shall take suitable action as applicable in such cases.


Registrar
People's University
Bhopal (M.P.)


Vice Chancellor
People's University
Bhanpur, Bhopal