

PIONEER



Diligence & Excellence
Since 1996

PIONEER INSTITUTE OF PROFESSIONAL STUDIES™

An Autonomous Institute Established in 1996\$ NAAC "A" Grade Accreditation

"College with Potential for Excellence"

- Approved by AICTE & UGC, New Delhi & Govt. of M.P.
- Permanent Affiliation with Devi Ahilya Vishwavidyalaya, Indore

CONSULTANCY POLICY

Consultancy is well recognized as an effective way for the Institute to disseminate and circulate awareness and make an early and direct impact on society. The balance between consultancy and the traditional roles are managed in such a way that the interest of all the parties are protected.

The Institute has a vision to give research driven surroundings and amenities to the students and faculty. In the past few years the Institute has tied up with Cyber Infrastructure and Hotwax. The objective is to establish a framework to support consultancy activities at the Institute.

This Policy provides necessities for conducting consultancy to confirm that consultancies undertaken are consistent with the Institution's strategic and operational objectives and also the costs are supportable.

The Institute is committed to making its expertise available through service to industry, commerce, professions, art and other organizations.

All Research and Non-research consultancies as described in this Policy are administered by the following guiding principles:

- There should be demonstrable advantage to the Institute from the consultancy through income, enriched reputation or escalating the proficiency of the staff member.
- The Consultancy must not be in conflict with Institute policies or the Code of Conduct Policy.
- The Consultancy must not be in conflict with the purposes, intentions or securities of the Institute or damage the Institute's repute.
- Faculty and Staff members shall not accept external research activities where no formal agreement has been authorized by the Institute unless they are on leave without pay, approved by the Principal or the Director.

The academic staff, on behalf of the Institute provides research skills and expertise in return for remuneration.

In Principle, a faculty or staff member is not supposed to undertake a Private Consultancy unless it is approved by Principal or/and the Director. However, the faculty or staff conducting private consultancy shall guarantee that such work does not affect their assigned duties, commitments of the Institute.

The Institute allows staff to engage in Research, Non-research Consultancies provided they do not interfere with the discharge their duties. Consultancies shall be undertaken only with the approval of the Principal and Director of the Institute. There is a limit on the time spent on Consultancy. Academic Staff may spend one day per week on approved Consultancies, with a maximum of 48 days per year. Variations to this time commitment require the approval by the Director concerned. A lesser time commitment may be approved when the proposed Consultancy interferes with the discharge of responsibilities.

The Director obtains written permission from the Principal to undertake Consultancies.

Circumstances under which consulting activity may be permitted

- The business house requiring consultancy services from faculty or the department shall write to the principal representing the knowledge and proficiency required.
- The principal upon getting the request from the organization shall update the Principal/Director.
- The Director recommends the faculty or a group of faculty having the required expertise and get consent from the Principal.
- The Principal takes into explanation factors as the compatibility of the movement with the tasks and commitments of the faculty member(s), potential conflicts of interest and the use of Institution resources.
- An agreement may be signed between the organization and the Institute towards the nature of consultancy and the commercials involved.

- The faculty or a group of faculty members occupied in the consultancy work shall frequently report the progress of the consultancy work to the Director/Principal.