

LINGAYA'S VIDYAPEETH
FARIDABAD

Consultancy Policy

Academic Year 2022-23

LINGAYA'S VIDYAPEETH
(Deemed-to-be-University u/s 3 of UGC Act 1956)
Nachauli, Jasana Road, Faridabad – 121002

Consultancy Policy: AY 2022-23



Lingaya's Vidyapeeth

Deemed-to-be-University u/s 3 of UGC Act 1956, Government of India

NAAC ACCREDITED

Approved by MHRD/ AICTE/ PCI/ BCI/ COA/ NCTE

Nachauli, Jasrana Road, Faridabad - 121002; Ph: 0129-2598200-05

Website: www.lingayasuniversity.edu.in

1. **Objective:** To establish a framework to support consultancy activities at the Lingaya's Vidyapeeth (LV), Faridabad.
2. **Eligibility:**
 - This policy applies to all regular faculty and staff.
 - The faculty members involving in the conduct of a consultancy service can avail on-duty for industrial visit and meeting industry person for discussion related to consultancy work.
 - The faculty or staff must ensure that the consultancy work does not create a conflict of interest with the role of the faculty in the LV.
3. **Circumstances under which consulting activity may be permitted**
 - The organization requiring consultancy services from faculty or the department shall write to the LV indicating the expertise required.
 - The concerned faculty on receiving the request from the organization shall inform to the his/her HoD.
 - The reporting head of the department shall nominate the Principal Investigator (PI) or a group of faculties for consultancy work having the required expertise.
 - PI will suggest / form a group of faculties and staff for consultancy work and report the same to HoD.
 - In considering whether or not permission will be given for consulting activity, the reporting head will take into account such factors as the compatibility of the activity with the responsibilities and commitments of the faculty member(s), potential conflicts of interest and the use of institution resources and get approval from the Dean-R&D and Vice Chancellor.
 - An MoU may be signed between the organization and the LV towards the nature of consultancy work and the commercials involved.
 - The faculty or a group of faculties engaged in the consultancy work shall periodically report the progress of the consultancy work to the reporting head and copy to Dean-R&D.
4. **Publications:**
 - Publication arising from consultancy work shall include the faculty affiliation of the LV and acknowledge for the facilities used from the LV.
5. **Intellectual property Rights (IPR):**
 - LV IPR cell may be used where not in conflict with rights of third parties or any commercialization plan.
6. **Other Commercial Rules:**
 - LV facilities and resources may be used and must be charged in line with the guidelines from the Registrar from time to time.

Dean-R & D

Lingaya's Vidyapeeth

Consultancy Policy: AY 2022-2023 (Deemed-to-be-University) Page 1 of 2

Nachauli, Jasrana Road

Faridabad - 121002



Lingaya's Vidyapeeth

Deemed-to-be-University u/s 3 of UGC Act 1956, Government of India

NAAC ACCREDITED

Approved by MHRD/ AICTE/ PCI/ BCI/ COA/ NCTE

Nachauli, Jasana Road, Faridabad - 121002; Ph: 0129-2598200-05

Website: www.lingayasuniversity.edu.in

- Meetings related to consultancy work with the organization(s) may be conducted in the LV premises or any other place.
- Tax is applicable for the revenue generated through consultancy work.

7. Policy for Revenue Sharing In Consultancy:

- LV encourages faculty members to do consultancy service to support external engagements that facilitate knowledge and technology transfer contributing to economic and social impact. Such activities serve to link institute and its faculty members more closely to the industry.
- Consultancy work can bring financial benefits both to the LV and its employees.
- In view of encouragement the management has decided to share the revenue generated out of consultancy services to the faculty or group of faculties as follows:
 - a) In case of utilization of LV resources, following will be the sharing: 50% share of faculty or group of faculties and staff and 50% share of LV, after deduction of all expenditure incurred by the LV.
 - b) In case of non-utilization of LV resources, following will be the sharing: 70% share of faculty or group of faculties and staff and 30% share of LV.

8. Price:

- This is the price the client organization will pay for the consultancy work. To avoid confusion or dispute later, care must be exercised to ensure clarity as to the inclusion or exclusion of items such as travel and subsistence as well as any special charges for materials or use of facilities in the LV.

9. Costs:

- This is the calculation made for internal use only to determine the costs towards faculty expertise and resources including the use of LV space and equipment.

Dea- R & D
Lingaya's
(D...)
F...

CONSULTANCY POLICY

1. Objective

- To provide guidelines for faculty, staff, and researchers to engage in consultancy work that benefits both the individual and the institution.
- To promote knowledge exchange between academia and industry, government agencies, or other external entities.
- To ensure that consultancy work aligns with the institution's values and mission while generating revenue.

2. Scope

- This policy applies to all academic and research staff who wish to undertake consultancy work using institutional resources.
- It covers consultancy activities such as research, advisory, expert opinion, and technical solutions provided to external entities.

3. Revenue-Sharing Models

The revenue from consultancy work will be shared between the consultant (faculty) and the institution as per the following models:

A. 70-30 Model

- **70% to Consultant:** This portion is provided to the individual faculty member undertaking the consultancy.
- **30% to Institution:** This portion is allocated to the institution or department to cover the use of institutional resources, administrative support, and overheads.

Conditions for the 70-30 Model:

- Primarily applies to **individual consultancy work**, where minimal institutional resources (e.g., labs, equipment) are used.
- The work must not require extensive support from the institution, and the consultant handles most aspects of the project independently.
- The institution's role is more limited to administrative processing and oversight.

B. 60-40 Model

- **60% to Consultant:** The consultant retains 60% of the consultancy fee.
- **40% to Institution:** The institution retains a larger share in this model to account for significant use of its infrastructure and resources.

Conditions for the 60-40 Model:

Dean R & D
Lingaya's Vidyapeeth
(Deemed-to-be University)
Nachauli, Jaisalmer Road
Faridabad-121002 (Haryana)

- This model is applicable when **substantial institutional resources** (laboratories, equipment, software, manpower) are involved in the project.
- It applies to larger-scale consultancy projects, collaborative efforts, or research consultancy requiring active support from the institution.
- More institutional oversight and administrative support are required, thus justifying the increased institutional share.

4. Approval Process

- All consultancy proposals must be submitted for approval to the Dean of Research.
- Proposals must include details of the project, including financials, deliverables, timelines, and resource requirements.
- Projects involving external entities must have formal contracts or agreements signed between the institution and the external party.

5. Use of Institutional Resources

- Consultancy work utilizing institutional resources such as labs, equipment, or staff will be subject to the revenue-sharing models mentioned above.
- The exact usage of institutional resources must be documented and approved beforehand.

6. Time Allocation

- Faculty and researchers can engage in consultancy work outside of their regular academic duties, provided it does not affect their teaching, research, or administrative responsibilities.
- A limit on the number of consultancy hours per academic year may be set to ensure compliance with this policy.

7. Intellectual Property Rights (IPR)

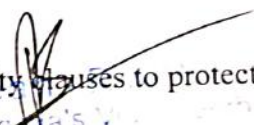
- The ownership of intellectual property resulting from consultancy work will be governed by the institution's IPR policy.
- Typically, intellectual property generated using institutional resources will be owned by the institution, though this can be subject to negotiations with the external entity.

8. Conflict of Interest

- Faculty and researchers must disclose any potential conflicts of interest when submitting consultancy proposals.
- Consultancy work must not interfere with the consultant's primary responsibilities to the institution or present ethical conflicts.

9. Confidentiality

- All consultancy agreements must include confidentiality clauses to protect sensitive information shared by external clients.


 Lingling's V...
 (Deputy Dean)
 National...
 Fandabud...

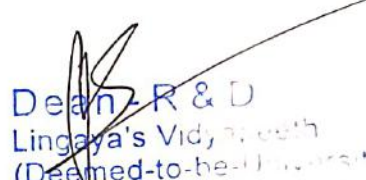
- Faculty and researchers are responsible for maintaining confidentiality regarding any data, research, or findings from consultancy work.

10. Monitoring and Reporting

- Regular reports on ongoing consultancy work must be submitted to the department or institutional body responsible for oversight.
- Upon completion of the consultancy project, a final report detailing outcomes, financials, and deliverables must be submitted.

11. Liability and Risk

- The institution and consultants must ensure that consultancy agreements include appropriate indemnity and liability clauses to protect both parties.
- Any legal or financial risks should be outlined and addressed in the consultancy contract.


Dean - R & D
Lingaya's Vidyapeeth
(Deemed-to-be University)
Nachauli, Jalandhar
Faridabad-121002 (Haryana)