

Consultancy Policy (2025–26)

Government Girls P.G. College, Bindki, Fatehpur (U.P.)

1. Introduction- Government Girls P.G. College, Bindki, Fatehpur is committed to promoting academic excellence, research, innovation, and community engagement. Consultancy services are an extension of the institution's academic and research expertise, enabling faculty members to contribute their knowledge to society, industry, government bodies, and non-governmental organizations.

This Consultancy Policy (2025–26) provides a structured framework for undertaking consultancy assignments in a transparent, ethical, and accountable manner.

2. Objectives

- ✚ To promote knowledge transfer from academia to society and industry.
- ✚ To strengthen institutional linkages with government departments, NGOs, industries, and local bodies.
- ✚ To encourage faculty participation in professional consultancy assignments.
- ✚ To generate additional resources for institutional development.
- ✚ To enhance the reputation and outreach of the college at regional and national levels.

3. Scope of Consultancy

Consultancy services may include, but are not limited to:

- ✚ Research-based advisory services
- ✚ Policy analysis and evaluation
- ✚ Academic training and workshops
- ✚ Curriculum development support
- ✚ Data analysis and report preparation
- ✚ Educational planning and quality assurance guidance
- ✚ Social surveys and field studies
- ✚ Skill development and capacity-building programs
- ✚ Consultancy may be offered to:
 - ✚ Educational institutions
 - ✚ NGOs
 - ✚ Corporate organizations
 - ✚ Local self-government bodies
 - ✚ Community groups

4. Types of Consultancy

- ✚ Individual Consultancy
 - ✚ Undertaken by a faculty member in personal capacity with prior approval of the Principal.
- ✚ Institutional Consultancy
 - ✚ Undertaken in the name of the college involving institutional infrastructure, laboratories, or multiple faculty members.

- ✚ Sponsored Consultancy Projects
- ✚ Projects funded by external agencies with defined deliverables and timelines.

5. Eligibility

- ✚ Permanent faculty members are eligible to undertake consultancy work with prior written approval of the Principal.
- ✚ faculty may participate with approval.
- ✚ Consultancy must not interfere with regular academic responsibilities.

6. Approval Procedure

Submission of proposal to the Principal through the Head of Department.

1. Proposal must include:
2. Title and nature of consultancy
3. Client details
4. Duration
5. Expected income
6. Use of institutional resources (if any)
7. Review and approval by the Principal/IQAC/Consultancy Committee.
8. Formal agreement/MoU signed between the client and the college (for institutional consultancy).

7. Revenue Sharing Model

For Institutional Consultancy:

- 70% – Consultant(s)
- 20% – Institutional Development Fund
- 10% – Departmental Development Fund

For Individual Consultancy:

If no institutional resources are used: 90% – Consultant, 10% – Institutional Fund

If institutional resources are used: Sharing as per institutional consultancy model

8. Financial Management

All consultancy payments shall be made through official banking channels.

1. Institutional share shall be deposited in the College Development Fund.
2. Proper utilization records must be maintained.
3. Accounts will be audited as per government norms.

9. Use of Infrastructure

- ✚ Laboratories, library, ICT facilities, and other infrastructure may be used with prior approval.
- ✚ Usage charges may be levied as decided by the administration.

10. Ethical Guidelines

- ✚ Consultancy must not conflict with government service rules.
- ✚ Confidentiality of client data must be maintained.
- ✚ Academic integrity and professional ethics must be followed.
- ✚ No consultancy shall be undertaken that harms public interest or institutional reputation.

11. Monitoring and Reporting

- A Consultancy Register shall be maintained.
- Annual report of consultancy activities shall be submitted to IQAC.
- Outcomes and impact assessment shall be documented.

12. Consultancy Committee (2025–26)

The Principal may constitute a Consultancy Committee consisting of:

Principal – Chairperson

IQAC Coordinator – Member

One External Expert (if required)

13. Incentives and Recognition

Consultancy contributions may be considered in Performance Appraisal (API/Promotion).

Certificates of appreciation may be awarded.

Best Consultancy Award may be instituted annually.

14. Amendments

This policy may be amended by the College Governing Body/Principal as per government rules and institutional requirements.

15. Effective Date

This Consultancy Policy shall come into effect from the academic session 2025–26.

IQAC Coordinator

Principal & Chairperson
Government Girls P.G. College Bindki,
Fatehpur (U.P.)