



पालीवाल स्नातकोत्तर महाविद्यालय

शिकोहाबाद- 283 135

(डॉ. भीमराव आंबेडकर विश्वविद्यालय आगरा से सम्बद्ध)

PALIWAL POSTGRADUATE COLLEGE

SHIKOHABAD- 283 135

(Affiliated to Dr. B. R. Ambedkar University, Agra)

B+ Accredited by NAAC

+91 8439220377

web.: paliwalcollege.com

Email : pdc_skb@yahoo.com

संदर्भ :

दिनांक : 02-05-2026

CONSULTANCY POLICY

1. Introduction

Consultancy serves as an important medium for transferring knowledge, skills, and expertise between academic institutions and external organizations. It typically involves professional services offered by faculty members to individuals, industries, government bodies, and other organizations in exchange for a fee.

This policy outlines the framework, principles, and procedures governing consultancy activities undertaken by the faculty members (hereafter referred to as "Consultants") of Paliwal PG College, Shikohabad. Faculty members are encouraged to engage in consultancy work, provided it aligns with the vision, mission, and academic integrity of the institution.

2. Objectives

The consultancy policy aims to:

- Enhance the academic and professional competencies of faculty, students, and stakeholders.
- Strengthen collaboration between the college and external organizations for research, training, and placement opportunities.
- Promote innovation and safeguard the intellectual property (IP) of the institution.
- Address local and regional societal needs through knowledge dissemination.
- Generate measurable outcomes, including financial resources and institutional assets.



पालीवाल स्नातकोत्तर महाविद्यालय

शिकोहाबाद- 283 135

(डॉ. भीमराव आंबेडकर विश्वविद्यालय आगरा से सम्बद्ध)

PALI WAL POSTGRADUATE COLLEGE

SHIKOHABAD- 283 135

(Affiliated to Dr. B. R. Ambedkar University, Agra)

B+ Accredited by NAAC

+91 8439220377

web.: paliwalcollege.com

Email : pdc_skb@yahoo.com

संदर्भ :

दिनांक : 02-05-2026

3. Scope of Consultancy

Faculty members may offer consultancy services in their respective areas of expertise to:

- Individuals
- Industries and corporate organizations
- Service sector entities
- Government departments
- National and international agencies

All consultancy engagements must be governed by formal agreements or documented communication (including official emails). The Principal reserves the authority to approve or reject any consultancy proposal. The Consultant will be responsible for executing the project and delivering outcomes, while administrative support will be provided by the designated research office.

For large consultancy projects (exceeding ₹1 crore), an Advisory Committee comprising senior academic and administrative members may review the proposal.

4. Engagement of Students and Staff

Students may participate in consultancy projects with prior approval, provided it does not interfere with their academic performance. Eligible students may receive honoraria for their contributions. Recruitment of temporary staff for consultancy projects shall follow existing institutional norms. All expenses related to procurement, travel, and logistics must be covered through project funds and adhere to college rules.



पालीवाल स्नातकोत्तर महाविद्यालय

शिकोहाबाद- 283 135

(डॉ. भीमराव आंबेडकर विश्वविद्यालय आगरा से सम्बद्ध)

PALIWAL POSTGRADUATE COLLEGE

SHIKOHABAD- 283 135

(Affiliated to Dr. B. R. Ambedkar University, Agra)

B+ Accredited by NAAC

+91 8439220377
web.: paliwalcollege.com
Email : pdc_skb@yahoo.com

संदर्भ :

दिनांक : 02-05-2026

5. Activities Not Covered Under Consultancy

The following activities are excluded from consultancy:

- Examination-related duties
- Guest lectures, invited talks, and conference presentations
- Editorial work or publication of invited articles
- Royalties from publications
- Artistic or cultural performances
- Voluntary or charitable services
- Any other activity as determined by the governing body

6. Approval Process

All consultancy proposals must be submitted to the Principal for approval. Work may commence only after formal consent is obtained. The Consultant must communicate the approval to the client before initiating the project.

7. Duration of Consultancy

The duration of consultancy assignments should generally not exceed three years. Extensions may be granted through renewal of the agreement, if required.

8. Structure of Consultancy Fees

The consultancy fee may include the following components:

- Consultant Fee: Compensation for professional expertise and time.
- Operational Expenses: Costs related to materials, travel, allowances, honoraria, and use of institutional resources.
- Institutional Overheads: Charged at 10% of operational expenses to cover infrastructure maintenance and administrative support.
- Capital Equipment Costs: Expenses for procurement of equipment required for the project.
- Applicable Taxes: As per prevailing government regulations.



पालीवाल स्नातकोत्तर महाविद्यालय

शिकोहाबाद- 283 135

(डॉ. भीमराव आंबेडकर विश्वविद्यालय आगरा से सम्बद्ध)

PALIWAL POSTGRADUATE COLLEGE

SHIKOHABAD- 283 135

(Affiliated to Dr. B. R. Ambedkar University, Agra)

B+ Accredited by NAAC

+91 8439220377

web.: paliwalcollege.com

Email : pdc_skb@yahoo.com

संदर्भ :

दिनांक : 02-05-2026

9. Payment Terms

Consultancy fees are generally payable in advance. Any deviation must be approved by the Principal. Payment schedules should ensure:

- Advance payment for each phase of work
- Instalments aligned with project deliverables

10. Revenue Sharing and Financial Management

If consultancy involves only the Consultant's expertise, the Consultant may retain up to 80% of the income. If institutional resources are utilized, the college's share shall not be less than 40%. All consultancy income is subject to taxation as per the Income-tax Act, 1961. Transactions exceeding ₹5000 must be conducted through official banking channels. Assets acquired through consultancy shall remain the property of the college. Ownership of intellectual property must be clearly defined in the agreement.

11. Conflict of Interest and Dispute Resolution

Consultants must avoid any activity that conflicts with the interests of the college. Any conflict must be reported immediately to the Principal. Disputes will be resolved by the Principal or referred to the appropriate committee for further review. Legal matters shall fall under the jurisdiction decided by the institution.

12. Code of Conduct

All consultancy activities must uphold the dignity and reputation of the college. Misconduct or misuse of resources will invite disciplinary action. External clients are not permitted to use the college name or logo without prior approval. Faculty must inform their Head of Department about consultancy-related travel or absence. Prior approval is required for outstation consultancy assignments.



पालीवाल स्नातकोत्तर महाविद्यालय

शिकोहाबाद- 283 135

(डॉ. भीमराव आंबेडकर विश्वविद्यालय आगरा से सम्बद्ध)

PALI WAL POSTGRADUATE COLLEGE

SHIKOHABAD- 283 135

(Affiliated to Dr. B. R. Ambedkar University, Agra)

B+ Accredited by NAAC

+91 8439220377

web.: paliwalcollege.com

Email : pdc_skb@yahoo.com

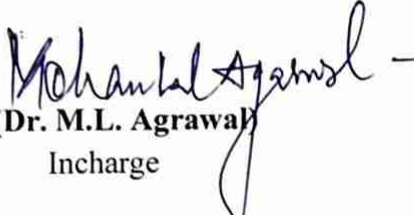
संदर्भ :

दिनांक : 02.05.2026

13. Implementation and Administration

The implementation of this policy shall be overseen by the Principal through the designated research authority. Necessary procedures, documentation, and guidelines will be developed to ensure effective execution.

All consultancy records, including agreements and financial details, must be maintained properly. In exceptional cases not covered under this policy, consultancy work may be approved at the discretion of the Principal in the best interest of the institution.


(Dr. M.L. Agrawal)
Incharge


(Dr. A.K Chaudhari)
Nodal officer


(Prof. Vishal Pathak)
Principal
Principal
PALIWAL (P.G.) COLLEGE
SHIKOHABAD