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## Consultancy Policy

### 1. Introduction

Kumaun University, Nainital encourages its faculty and administrative officers to engage in consultancy activities with external organizations. This policy outlines the guidelines for undertaking consultancy work, including revenue sharing and conditions under which faculty can offer consultancy services.

### 2. Scope

This policy applies to all faculty members and administrative officers of Kumaun University who engage in consultancy work with external organisations, including government departments, private enterprises, and non-governmental organisations.

### 3. Consultancy Engagement

- Faculty and administrative officers are encouraged to undertake consultancy projects to leverage their expertise, contribute to societal development, and enhance the university's outreach.
- Consultancy projects may involve research, advisory services, training, or other forms of professional assistance.

### 4. Revenue Sharing

- The revenue generated from consultancy activities will be shared between the university and the individual consultant.
- The standard revenue-sharing ratio is 50:50, where 50% of the consultancy fee is allocated to the individual consultant and 50% is retained by the University.

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- This revenue-sharing model applies to all consultancy projects unless otherwise specified in a particular agreement.

## 5. Pro Bono Consultancy

- Faculty members often provide consultancy services free of cost, particularly to government departments and public sector organizations, as part of their commitment to public service and societal development.
- While pro bono consultancy is encouraged, faculty members are required to inform the university administration about such engagements for record-keeping and acknowledgment purposes.

## 6. Approval Process

- All consultancy engagements must be approved by the respective Head of Department and the university administration.
- Faculty members and administrative officers must submit a consultancy proposal outlining the nature of the work, duration, and estimated revenue (if applicable) for approval.

## 7. Reporting and Accountability

- Consultants must submit periodic reports on the progress of their consultancy projects to their HoD and the university administration.
- A final report summarizing the outcomes and financial details of the consultancy must be submitted upon project completion.

## 8. Use of University Resources

- Faculty members and administrative officers are permitted to use university resources (e.g., laboratories, equipment) for consultancy projects, subject to availability and with prior approval.



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- Any costs incurred for the use of university resources must be accounted for in the consultancy agreement.

## 9. Conflict of Interest

- Consultants must ensure that their consultancy work does not conflict with their primary responsibilities to the university.
- Any potential conflict of interest must be disclosed and resolved in accordance with university policies.

## 10. Review and Amendments

- This consultancy policy will be reviewed periodically and may be amended as necessary to ensure its alignment with the university's strategic goals and regulatory requirements.

By adopting this policy, Kumaun University aims to foster a culture of collaboration and knowledge sharing while ensuring that consultancy activities contribute to the institution's mission and the professional growth of its faculty and staff.



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