

Jai Hind College Autonomous
Consultancy Policy- Draft

1. Introduction:

Jai Hind College Autonomous recognizes the importance of contributing to the broader community through research, knowledge sharing, and consultancy services. This policy outlines the principles and procedures governing consultancy activities in the areas of research and testing conducted by faculty and staff.

2. Objectives:

The primary objectives of consultancy activities at Jai Hind College are to:

- Foster collaboration between the college and external organizations.
- Enhance the practical application of academic knowledge through research and testing.
- Promote knowledge sharing and exchange between the college and the community.

3. Consultancy Services:

Consultancy services offered by Jai Hind College may include, but are not limited to:

- Research project design and execution
- Sample Testing and characterizations
- Data analysis
- Market and other surveys
- Training

4. Eligibility:

Faculty members and staff with relevant expertise and experience may engage in consultancy activities. The involvement of students may be considered under the supervision of qualified faculty members.

5. Proposal Submission:

The faculty member and external organization seeking consultancy services from Jai Hind College must submit a detailed joint proposal outlining project objectives, scope, timeline, and any specific requirements. The proposal will be evaluated based on alignment with the college's values and academic standards.

6. Approval Process:

All consultancy projects must receive approval from the College Consultancy Review Committee/Principal before initiation. The committee will assess the feasibility, ethical considerations, and potential benefits of the proposed project.

7. Confidentiality:

All parties involved in consultancy projects must adhere to strict confidentiality agreements. Information shared by the client and developed during the project should be treated with the utmost confidentiality.

8. Intellectual Property:

Ownership of intellectual property resulting from consultancy projects will be determined through negotiation and specified in the consultancy agreement. Jai Hind College reserves the right to use project outcomes for academic and research purposes.



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9. Fees and Payments:

Consultancy fees will be determined based on the complexity and scope of the project. Payment terms and conditions will be specified in the consultancy agreement.

The following guidelines can be used for revenue sharing:

Knowledge consultancy: Knowledge consultancy involves providing professional advice and assistance to organizations in effectively managing and leveraging their intellectual assets and information resources. The primary goal is to help organizations enhance their overall knowledge processes, improve decision-making, and foster innovation. It may include, but is not restricted to assessment and analysis, strategy development, technology integration, culture and change management, best practices and processes, community building, performance measurement, risk management, innovation support etc.

Research consultancy: Research consultancy involves the provision of professional advice and services to individuals, organizations, or institutions seeking assistance in conducting research projects. This type of consultancy is focused on designing, implementing, and analyzing research to address specific questions, challenges, or objectives. Research consultants typically have expertise in research methodologies, data analysis, and interpretation, and they assist clients in generating new knowledge, insights, or solutions.

Training consultancy: Training consultancy involves providing expert guidance and support to individuals and organizations in enhancing skills, knowledge, and capabilities. Training consultants collaborate with clients to identify learning needs, design customized training modules, and implement effective learning strategies. The scope of this form of consultancy may include, but is not restricted to training needs analysis, strategic planning, customized program design, instructional design, delivery and facilitation etc.

Analytical testing consultancy: Analytical testing consultancy involves providing specialized expertise and services to organizations requiring assistance with analytical testing processes. Analytical testing is a crucial component in various industries, including pharmaceuticals, food and beverages, environmental monitoring, materials science, and more. Consultants in this field offer guidance and support to ensure the accuracy, reliability, and compliance of analytical testing procedures. It may involve, but is not restricted to method development and validation, quality control and assurance, instrumentation guidance, regulatory compliance, troubleshooting and optimizing, data analysis and interpretation etc.

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Revenue Sharing for Consultancy			
S.No	Type of consultancy	Percentage share to consultant	Percentage share to Institute
1.	Knowledge Consultancy (Resources of college are not used)	80%	20%
2.	Research Consultancy (Resources of college used)	70%	30%
3.	Training Consultancy (Using college resources/equipment/infrastructure)	50%	50%
4.	Analytical Testing Consultancy	40%	60%



	(Using college resources/equipment)		
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10. Evaluation and Reporting:

At the conclusion of each consultancy project, a comprehensive report must be submitted to the College Consultancy Review Committee. The report should include project outcomes, lessons learned, and recommendations for future improvements.

11. Compliance:

All consultancy activities must adhere to local, state, and federal laws, as well as the policies and regulations of Jai Hind College.

12. Review and Revision:

This policy will undergo periodic review to ensure its effectiveness and may be revised as needed.



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