

**BIRLA INSTITUTE OF TECHNOLOGY
MESRA : RANCHI**

Ref No. GO/Consultancy/2013-14/109.

Date: 05th April 2013

NORMS FOR UTILISATION OF CONSULTANCY EARNINGS

The consultancy services being provided by any Department / person of the Institute to any Government or private agency will be placed in one of the three categories for utilizing consultancy fee.

<u>Category</u>	<u>Institute's overhead expenses</u>
Category I Use of office facility, Computer, Laboratory Other equipment / hardware, Testing / measurement and other facilities.	50%

Category – II (Short Term Courses)

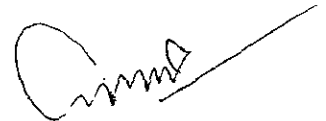
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| (a) AICTE / UGC / DST sponsored | - As per the norms of sponsoring agency. |
| (b) All other short term | - 20% |

Based on actual utilization of various facilities of the institute for a particular consultancy project, the Dean (Sponsored Research) will recommend one of the two categories for the same for approval of the Vice Chancellor.

Distribution of the total consultancy fee received will be made as under:

- (a) Service tax will be deducted from the total consultancy fee as applicable from time to time for subsequent tax payment.
- (b) Institute overhead charges for category - I and category - II will be deducted from the remaining amount as per percentage indicated above and the same will be transferred to the Institute Corpus Fund after retaining processing / administrative charges up to 2% of the total consultancy fee received.
- (c) Balance amount will be paid to the PI/consultant / Coordinator after deducting all other expenses related to this category such as travel, consumables, payment to student / staff, etc as per percentage indicated above.

This will be applicable with effect from 01st April 2013.



Registrar

To,
All Deans/HoD's/In-charge of Academic Depts
Dy Comptroller / Dy Finance Officer
All Extension Centres (including International Centres also)

Copy to:
PS to Vice Chancellor
File