MIT | Academy of Engineering (An Autonomous Institute Affiliated to Savitribai Phule Pune University)	**Consultancy Policy**	
Alandi(D), Pune-412105	**Academic Year**	**2025-2026**
Department – R&D		
Valid from: 01st July 2025 to 30th June 2026		

Type A) Initiated and finalised through Institute

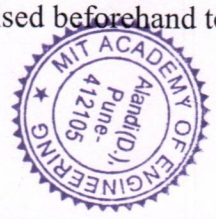
When communication comes to the institute directly, the consultancy should be treated under this category.

Type B) Consultancy given to an individual or group of individuals because of his /their portfolio and work experience.

When some individual gets a consultancy project because of his/her area of expertise or credentials in the market or when it is given to individual or group because of their contacts or goodwill in the market.

Few guidelines to be followed while finalizing the consultancy work / project:

1. Consultancy/Industrial projects shall be accepted only through proper channels.
2. All consultancy projects to be taken up by various departments shall be examined from the point of view of its Science and Technology contents and its likely benefits to the institute.
3. Every project proposal would be examined and approved by the institute level committee, before it is accepted for being conducted. The committee comprise of:
   i. Institute R&D Coordinator
   ii. Concern School Dean/HoD
   iii. Expert from concern School
4. The faculty/staff poised to take up the consultancy project will be invited to make a presentation on the proposal in front of committee members. In case of testing work, faculty need to present the work in detail.
5. Anybody can start initial communication for type B projects till the final proposal stage comes .All 'A' type projects should be strictly routed through Institute R&D Coordinator, Research and Development Cell.
6. Though the distribution of consultancy is as per the norms of the institute, it should be discussed and finalised beforehand to avoid unwanted disputes.



7. Though, theoretically there is no limit on the number of projects to be done by any faculty member, projects should be accepted and executed without disturbing the regular academic schedule of the institute.

Distribution for Type 'A' consultancy:

Particulars	Percentage
Institute(The Director may further decide the distribution of this amount if required)	35%
Administrative Charges	1%
Faculty Development Fund(This will be utilised for faculty training and up gradation programs)	4%
To be distributed amongst Faculty/Non-Teaching Staff/Students as per their involvement (to be decided by Coordinator) in consultation with School Dean/HoD, Institute R&D Coordinator subject to approval from Director.	60%

Distribution for Type B consultancy:

Particulars	Percentage
Institute(The Director may further decide the distribution of this amount if required)	20%
Administrative Charges	1%
Faculty Development Fund(This will be utilised for faculty training and up gradation programs)	4%
To be distributed amongst Faculty/Non-Teaching Staff/Students as per their involvement (to be decided by Coordinator) in consultation with School Dean/HoD, Institute R&D Coordinator subject to approval from Director.	75%

Prepared by	Verified and Recommended by	Approved by,
Institute R&D Coordinator	**Deputy Director (Academics and Research)**	**Director**

MIT ACADEMY OF ENGINEERING ★ Alandi(D.) Pune- 412105