



POLICY DOCUMENT FOR FINANCIAL SUPPORT TO FACULTY MEMBERS

The core value of our Institution is to focus on quality. Thus, emanates the quality policy that encompasses about enhancing competence of the faculty by encouraging them to adopt innovative and updated methods of teaching based on latest technology. In this pursuit, the Institute provides financial support to faculty members for professional development. A budgetary provision is made by the Institute in the central budget in every financial year.

Scope of Financial Support

The Faculty members are provided with financial support for professional development activities like:

- Participating in seminars, workshops and conferences.
- Publishing research papers in UGC-CARE listed journals.
- Supporting faculty to pursue higher degree through QIP.
- Providing seed money for research.

All the regular faculty members can avail the financial support.

Forms of Financial Support

The financial support to the faculty members can be for:

- Registration fees for seminars, workshops and conferences.
- Travelling and accommodation allowances in case of outstation seminars, workshops and conferences.
- Faculty will be awarded Rs. 3000/- and Rs. 5000/- in Scopus Indexed and Science Citation Indexed journals.
- Membership fee of professional bodies.
- Enrolling for professional development courses in Swayam / NPTEL.

Procedure for Application and Approval

The faculty members need to follow the following procedure for application and approval for availing the financial support:

1. Faculty members are deputed for seminars, workshops or conferences by the department. The Head of the Department forwards the application to the Principal about the faculty participation, their registration fees and any allowances, if applicable. After the approval of the Principal, the funds are released for the same by the Accounts section.
2. In case, when the fee is paid by the faculty, the amount is reimbursed after following proper application and approval procedure.
3. The depute faculty needs to submit the relevant receipts and a copy of the attendance certificate to the Accounts section for their record.
4. In case of financial appreciation for research paper publication, the R & D Convener makes a recommendation about the same to the Principal at the end of every academic year. After the approval of the Principal, the approved application is forwarded to Accounts section for the release of funds.
5. Faculty members are encouraged to enroll for NPTEL to enhance their professional skills. The Institute sanctions the course fee to the faculty members. The receipts and records for the same are maintained by the Accounts section.


Dr. K. Sri Rama Krishna
Principal

Principal
Anil Neerukonda Institute of
Technology & Sciences
Sangivalasa- 531 162
Visakhapatnam Dist