

Rule No.11 of 2005

RULES PRESCRIBING THE NORMS FOR GRANTING PERMISSION TO THE UNIVERSITY TEACHERS FOR ATTENDING LOCAL/UNIVERSITY/ REGIONAL / STATE/ NATIONAL/ INTERNATIONAL LEVEL CONFERENCES/ SEMINARS/SYMPOSIA/WORKSHOP WITHIN INDIA.

WHEREAS, it is expedient to frame rules relating to prescribe the norms for granting permission to the University Teachers for attending Local/ University/ Regional/ State/ National/ International level Conference / Seminars / Symposia / Workshop within India i.e. Rule No.— of 2005 for the purposes hereinafter appearing.

The Management Council is hereby pleased to make the following rules :-

1) Short title and commencement :-

- (a) These rules may be called "Rule preparing the norms for granting permission to the university teachers for attending local/ university/ regional/ state/ national/ international level Conference / Seminars / Symposia / Workshop within India rules, 2005."
- (b) These rules shall come into force with effect from the date of approval of the Management Council.

2) Applicability :-

These rules shall be applicable to the University teachers.

3) Definitions :-

In these rules, unless the context otherwise require :-

- a) "University teacher" means an employee of the university teaching departments appointed as a lecturer/reader/professor and who has been appointed on a substantive post on the establishment of university.
- b) "University" means the Amravati University established by Amravati University Act, 1983.
- c) "Conference / Seminar/ Symposia/ Workshop" means conference / Seminar / Symposia/ Workshop including School / College / Quality Improvement Programme held at Local/University / Regional / State / National / International level within India.

4) Granting permission :-

- i) The teacher shall apply to the Hon'ble Vice-Chancellor in the prescribed format through H.O.D. for granting permission for attending the Conference/Seminar/Symposia/ Workshop as defined under sub clause (c) of clause 3 above.
- ii) The Hon'ble Vice-Chancellor shall be the authority for granting permission.
- iii) The Teacher shall be entitled for T.A./D.A. and Registration charges as per the University Rules.

Provided that inviting agency is not providing any type of financial assistance to the participants.

- iv) This facility can be availed by the teacher maximum 2 times in a financial year. However the Vice-Chancellor may permit a teacher for more than 2 times depending upon the merit of the case.
- v) The teacher on probation shall be permitted to attend the Conferences / Seminars/ Symposia/ Workshop at their own cost. They shall however be entitled for leave admissible as per University rules.
- vi) A Teacher not presenting any papers/posters or not delivering talk/ lectures or chairing the session may be granted permission by the Vice-Chancellor. TA/DA in such case shall have to be borne by the concerned teacher.
- vii) The teacher shall be entitled to duty leave as per University rules.
- viii) An application shall be submitted by the teacher through proper channel within seven

clear days prior to the date of the commencement of the Seminar /Conference/ Workshop/ Symposia etc.

- ix) After attending the Conference/Seminar/Symposia/Workshop etc. a presentation (Lecture/discussion etc.) shall be made by the concerned teacher in the department with a view to share his experience and knowledge gained with his fellow colleagues and students.
- x) A report to this effect alongwith a brief note on the benefits derived should be submitted to the Hon'ble Vice-Chancellor for information and perusal.
- xi) The TA bill alongwith report of the Conference/ Seminar / Symposia / Workshop attended shall be submitted to the Development Section for certification and taking necessary entries in the Register maintained by the Development Section.

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period

Sant Gadge Baba Amravati University

Sub : Request regarding permission for attending Conference/Seminar/Symposia/ Workshop etc. held at Local / University / Regional / State / National / International within India.

I, the undersigned hereby request your honour to grant me permission for attending Local / University / Regional / State/ National / International Conferences / Seminars / Symposia / Workshop within India.

1. Name of the Teacher :
 2. Designation :
 3. Status of Services : Permanent / Probation
 4. Name of the Department :
 5. Conference/Seminar/Symposium/ Workshop attended during the current financial year :
 6. Name of the Conference/Seminar/ Symposium/Workshop applied for :
 7. Status (level) of the Conference/ Seminar/Symposium/Workshop : Local/University/Regional/State/National/ International
 8. Place and period - a) Place :
 b) Period :
 9. Name of the Organisers with address :
 10. Whether paper/poster has been accepted for presentation (If yes attached proof) : Yes/No
 11. Period for which permission is required to leave Head Quarter from -----.200__ to -----.200__. (Application to be submitted to GAD, through HOD after granting permission by the Hon'ble Vice-Chancellor)
 12. Balance in budget head of "Career Advancement of Teaching Staff" or any other head, (if permissible) as on is as under.
Rs.-----/- as on -----.200__ under the head "-----"
-----" (Information is to be obtained from the Finance and Account Department by the concerned teacher)
 13. Tentative Expenditure : A) Registration Fee Rs.-----
 B) T.A. Rs.-----
 C) D.A.for --- day/(s) Rs.-----
- Total Rs.-----

14. Any other Information which would be useful in according a permission by the Hon'ble Vice-Chancellor.

15. I hereby undertake to complete the workload, if necessary, by engaging extra classes.

Place : Amravati

Date : / /200

Signature of the applicant

a) Application is recommended taking into consideration the internal seniority in the department and by granting fair opportunity to the teachers in the department. The faculty strength in the department is ----- and no person/s are deputed during the period from the deptt. for this academic year.

b) Not recommended due to the reason that : -----

Amravati

Signature & Stamp of HOD

Date : / /200

Officer Incharge (CASU)

Recommendation cum permission

The above application has been scrutinized and found that the same is as per approved policy hence recommended to accord permission to attend the said Conference/ Seminar / Workshop / Symposia.

The tentative expenditure should be borne to the University of Rs.-----/- for the said Conference / Seminar / Symposia / Workshop.

This is the first / second / third -- Conference / Seminar / Symposia / Workshop of the applicant and it has been entered on Sr.No.----- at Page No.----- of the Section Register.

Dy.Registrar (Devp)

Director, B.C.U.D.

Registrar

Hon'ble Vice-Chancellor

NOTIFICATION

No. 133/2005

Date 14/6/2005

Sub: Conference / Seminars / Approved by the University.

- Ref. (1) Notification No. 74 of 1990, dated 7.6.1990
(2) Notification No. 119 of 1990, dated 8.10.1990
(3) Notification No. 33 of 1991, dated 29.5.1991
(4) Notification No. 88 of 1993, dated 30.9.1993
(5) Notification No. 38 of 1994, dated 24.6.1994
(6) Notification No. 6 of 1995, dated 20.1.1995
(7) Notification No. 30 of 1996, dated 12.3.1996
(8) Notification No. 14 of 1999, dated 5.2.1999
(9) Notification No. 158 of 1999, dated 22.11.1999
(10) Notification No. 10 of 2000, dated 21.2.2000
(11) Notification No. 121 of 2000, dated 16.12.2000
(12) Notification No. 29 of 2001, dated 17.4.2001
(13) Notification No. 13 of 2002, dated 30.1.2002

It is notified for general information of all concerned that the Management Council of the Sant Gadge Baba Amravati University, in its meeting dated 21.5.2005 vide item No. 143 has taken the following policy decision regarding recognition of conference / Seminars / Workshop/ Symposium.

“The Conference / Seminars / Workshop/ Symposium organised by the universities, colleges affiliated to the University, academic bodies, academic organisations, apex bodies such as UGC, AICTE, NCTE etc. at national and international level be treated as approved by the University.”

Sd/-

(P.S.Narkhede)

Registrar

Sant Gadge Baba Amravati University