



**PIMPRI CHINCHWAD EDUCATION TRUST**  
**Pimpri Chinchwad College of Engineering & Research.**

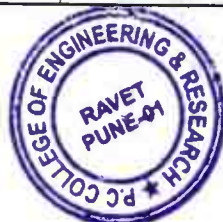
Plot No.B, Sector No.110 (P), Laxminagar Ravet, Pune.

**REVISED POLICY FOR ACADEMIC AND ADMIN. STAFF TO ATTEND  
 CONFERENCES / SEMINARS / WORKSHOPS**

*PCCOER/policy/2019/1210-2*

Date: 15/05/2019

Sr. No.	Activity	As per existing Policy	Travelling charges, allowances & leave	As per proposed Revised Policy
1	Journal Publications	Earlier separate policy was not in place	NA	<p>a) <b>SCI /ESCI/SCIE Journals</b>            Maximum Financial support to the extent of <b>Rs. 40,000/-</b> shall be admissible, once in a year to First Author only if and only if college affiliation is reflected in the paper.</p> <p>b) <b>Scopus Indexed Journals</b>            100% of Financial support to the extent of <b>Rs. 20,000/-</b> shall be admissible, once in a year to First Author only if and only if college affiliation is reflected in the paper.</p>
2	Paper presentation in International Conference, Abroad	Maximum Financial support to the extent of <b>Rs. 50,000/-</b> shall be admissible, once in two years to First Author only.	Duty leave shall be admissible.	Maximum Financial support to the extent of <b>Rs. 50,000/-</b> shall be admissible, once in a year to First Author only, provided such presentations shall lead to paper publications fulfilling NBA/NAAC/NIRF requirements, otherwise the support shall be restricted to <b>Rs. 30,000/-</b> .
3	Paper presentation in International Conference in India	Registration fee  (Total expenses restricted to <b>Rs.15, 000/-</b> to First Author only.  For not more than 3 times / year and <b>Rs.8000/-</b> at one time	Two way train/bus fare by shortest route.  D.A. as applicable to the grade of pay, as per S.P. Pune University rules or at actual whichever is lower.  Duty leave shall be admissible.	Registration fee  Total expenses restricted to <b>Rs.15, 000/-</b> to First Author only.  (For not more than 2 times / year and <b>Rs. 10000/-</b> at one time), provided such presentations shall lead to paper publications fulfilling NBA/NAAC/ NIRF requirements, otherwise the support shall be restricted to <b>Rs. 10,000/-</b> . Condition to be specified whether paper publishes in journal.
4	Attending National Level Conference for Paper Presentation	Registration fee up to <b>Rs.3, 500/-</b> to First Author only.	One way train/bus fare by shortest route only.  No D.A. shall be admissible.  Duty leave shall be admissible.	50% of the registration fees maximum up to <b>Rs 2,500/-</b>



5	Attending Conference, Seminar without Paper Presentation	Registration fee up to <b>Rs. 2000/-</b>	Only Duty leave shall be admissible.	Once in a year
6	Short Term Training Programs / FDP's/Works hops	Registration fee up to <b>Rs. 3000/-</b>	Only Duty leave shall be admissible.	a) <b>Minimum One Week Programs</b> Financial support of 75% registration fees restricted up to Rs. 5000, once in a year  b) <b>Less than One week Programs</b> Financial support of 50% registration fees restricted up to Rs. 3000, once in a year
7	NPTTEL/ SWAYAM/ MOOC's Certification Courses (Equivalent to 12 weeks/ 8 weeks/ 4 weeks)	Earlier separate policy was not in place	NA	Certification Exam Results – <b>'ELITE+GOLD'</b>  Full reimbursement of exam fees, restricted to <b>Rs. 2000/-</b> per course.
8	International certification courses of high repute such as Edx, Coursera, Udeme, etc	Earlier separate policy was not in place	NA	Financial support of 75 % of the fees paid if successfully certified, restricted to <b>Rs. 5000/-</b> per course, once in a year
9	Membership of Professional bodies (IEEE/ISTE etc.)	Earlier separate policy was not in place	NA	50% of the registration fee as per recommendation of HOD and Principal

**Limits on participations:**

To safe guard smooth working in the Institute, Staff Members shall be permitted to attend such Programs **not more than three times per year**. The above policies are the guidelines and to avail the benefits of above policies faculty members have to take prior permission of HoD & Principal.

(\*\* Institute shall cooperate in securing Financial Support from agencies like DST, AICTE, University etc.)

In exceptional circumstances, relaxing the limits on expenses and durations shall be at the discretion of Principal.

In case of grant received from SPPU, UGC, AICTE & other research agencies 5% as a remuneration to coordinator (not more than Rs.10,000/-).

  
Prof. Dr. Harish Tiwari  
Principal





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**PIMPRI CHINCHWAD EDUCATION TRUST**  
**Pimpri Chinchwad College of Engineering & Research.**  
Plot No.B, Sector No.110 (P), Laxminagar Ravet, Pune.

**Policy on Sponsorship for Higher Studies (Ph.D. Programs)**

Date:15/05/2019

PCCOE&R / policy / 2019 / 1210-3 For Full time Ph.D. Program:

1. Principal **on behalf of the Management** is authorized to accept / reject the proposal submitted by faculty member for the sponsorship for Ph.D. programs at reputed institute like IITs, IISc, NITs, state Government Universities etc. **based on the Merit, relevance, requirements and usefulness to the participant and the Institute as well.**
2. At any given instance of time maximum **five** faculty members (preferably one from each distinct Department) from PCCOE&R will be permitted to avail this facility based on seniority, performance, time and need basis.
3. The faculty members who have served PCCOE&R for more than two years are only eligible to submit the proposals for the sponsorship for Full Time Ph.D. Program.
4. Leave for maximum of three years could be granted for completion of Ph.D. Research work. However during Leave Period the faculty member will have to report to college once in **three Months** on a working Day and will have to submit Progress Report to the Principal at the end of every **Semester** till the Award of Degree.
5. 50% of the salary during the leave period (for maximum period of three years) will be paid regularly to the sponsored candidate every month, and he/she has to sign a **bond of four years** for working with PCCOE&R after completion of Ph.D. program.
6. Balance accumulated 50% of salary payment will be made to the sponsored candidate **after** completing three years of service with PCCOE&R, after award of Ph.D. Degree.
7. The Bond Value will be equal to the three months salary (at the time of leaving institute, in case of leaving) plus the Total salary paid during Leave Period with 15% interest on the salary Amount paid plus 50% of the Salary for total remaining Bond Period for which the Faculty will not be serving the institute as per Bond Period.
8. The faculty permitted to avail this facility will have to complete the Ph.D. Program within stipulated three years time frame. If the status **of the** Ph.D. work (after three years) needs further time, the said work must be completed latest within next **one** year. However no extension of leave of absence for this period shall be considered.  

The Faculty Member will have to take the Academic Load with other responsibilities assigned by higher authorities after resuming to duties at PCCOE&R on **completion of three years leave of absence for Ph.D.**
9. In case the Ph.D. work is not completed within five years (from the date of admission) further increments and other benefits shall be stopped till award of the Ph.D. Degree. Faculty designated as Associate Professor/ Professor without Ph.D. (if any) shall be put in Assistant Professor Scale with effect from June 2019-20 (After five years). In case, thesis is already submitted within five years, one year extension shall be considered
10. The Faculty will abide by rules and regulations of PCCOE&R during this period, in case of any discrepancy, the Management of PCCOE&R reserve all rights to take necessary disciplinary action as deemed fit. Under any unforeseen circumstances / Legal issues arising will be handled within the jurisdiction of Pune.
11. The Management of PCCOE&R reserves all rights to cancel the leave and call back the Faculty Member to resume duties at any point of time in case such emergency in the interest of the Institute arises.
12. Considering Policy for Full Time, Part Time (with Six Months Course Work) and Part Time (without Six Months Course Work) maximum **20 % of the Total Faculty of the Department** will be permitted at a time.

  
Prof. Dr. Harish Tiwari  
Principal







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**Policy on Sponsorship for Higher Studies (Ph.D. Programs)**

For Part time Ph.D. Program:

Date:15/05/2019

PCCOE&R/policy/2019/1210-4

**A) In case 'Course Work Leave' is needed for six months**

1. Principal **on behalf of the Management** is authorized to accept / reject the proposal submitted by faculty member for the sponsorship for Ph.D. programs at reputed institute like IITs, IIScState Government, Universities etc. **based on the Merit, relevance, requirements and usefulness to the participant and the Institute as well.**
2. At any point of time maximum **two** Faculty Members per Department from PCCOE&R will be permitted to avail this facility based on seniority, performance, time and need basis. However if need arises for permitting the Senior Faculty Members for such Studies, such Proposals may be considered on the merit and requirements of the Department. The decision of the Principal in consultation with the Head of the Department will be final.
3. The faculty members who have served PCCOE&R for more than **three** years are only eligible to submit the proposals for the sponsorship for Part Time Ph.D. Programs.
4. **Leave for maximum of four months for completion of course work could be granted** after which the Faculty will have to resume duties at PCCOE&R. However, during Leaveperiod theFaculty Member will have to report to College once in every Month on a working Day.He / She will have to submit Progress Report to the Principal at the end of every **Semester** till the Award of Degree.
5. 50% of the salary during the leave period (for maximum period of six months) will be paid regularly to the sponsored candidate every month, and he/she has to sign a **bond of three years** for working with PCCOE&R after completion of Ph.D. programs.  
  
Balance accumulated 50% of salary payment will be made to the sponsored candidate **after** completing two years of service with PCCOE&R, after award of Ph.D. Degree.
6. The Bond Value will be equal to the three months salary (at the time of leaving institute, in case of leaving) plus the Total salary paid during Leave Period with 15% interest on the Salary Amount paid plus 50% of the Salary of the remaining Bond Period for which the Faculty will not be serving the institute as per Bond Period.
7. The Faculty Member will have to take the Academic Load with other responsibilities assigned by higher authorities from time to time during the period of Ph.D. Research (after resuming duties at PCCOE&R from leave **granted** for Ph.D. **Course** work).
8. The faculty permitted to avail this facility will have to complete the Ph.D. Program within stipulated three years time frame. If the status **of the** Ph.D. work (after three years) needs further time, the said work must be completed latest within next **two** years. However no extension of leave of absence for this period shall be considered.
9. In case the Ph.D. work is not completed within five years (from the date of admission) further increments and other benefits shall be stopped till award of the Ph.D. Degree. Faculty designated as Associate Professor/ Professor without Ph.D. (if any) shall be put in Assistant Professor scale with effect from June 2019-20 (After five years). In case, this is already submitted within five years, one year extension shall be considered
10. The Faculty will abideby rules and regulations of PCCOE&R during this period, in case of any discrepancy, the Management of PCCOE&R reserve all rights to take necessary disciplinary action as deemed fit. Any unforeseen circumstances / Legal issues arising will be under the jurisdiction of Pune.
11. The management of PCCOE&R reserves all rights to cancel the leave and call back the Faculty Member to resume duties at any point of time in case such emergency in the Interest of the Institute arises.
12. Considering Policy for Full Time, Part Time (with Six Months Course Work) and Part Time (without Six Months Course Work) maximum **20 % of the Total Faculty of the Department** will be permitted at a time.

Prof. Dr. Harish Tiwari  
Principal





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**Policy on Sponsorship for Higher Studies (Ph.D. Programs)**

Date:15/05/2019

*pccoer/policy/2019/1210-5*

For Part time Ph.D. Program:

**B) In case 'Course Work Leave' for six months is not needed**

1. Principal **on behalf of the Management** is authorized to accept / reject the proposal submitted by faculty member for the sponsorship for Ph.D. programs at reputed institute like IITs, IISc etc. **based on the Merit, relevance, requirements and usefulness to the participant and the Institute as well.**
2. At any point of time maximum **three** Faculty Members per Department from PCCOE&R will be permitted to avail this facility based on seniority, performance, time and need basis. However if need arises for permitting the Senior Faculty Members for such Studies, such Proposals may be considered on the merit and requirements of the Department. The decision of the Principal in consultation with the Head of the Department will be final.
3. The faculty members who have served PCCOE&R for more two years are only eligible to submit the proposals for the sponsorship for Part Time Ph.D. Program.
4. Leave for maximum of 7 days per year will be granted to be approved by HoD and Principal will be permitted for Ph.D. Research work. However the faculty member will have to submit Progress Report to the Principal at the end of every **Semester** till the Award of Degree.
5. The faculty has to assign a **bond of two years** for working with PCCOE&R after award of Ph.D. Degree.
6. The Bond Value will be equal to the three months salary (at the time of leaving Institute, in case of leaving) plus 50% of the Salary of the remaining Bond Period for which the Faculty will not be serving the institute as per Bond Period.
7. In case of multiple applications for leave from the same Department for the duration, the sanctioning would be at Principal's discretion based on seniority, performance, time and need basis on the recommendation of Head of the Department.
8. The faculty member will have to take Academic Load with other responsibilities assigned by higher authorities from time to time during period of Ph.D. Research.
9. The faculty permitted to avail this facility will have to complete the Ph.D. Program within stipulated three years time frame. If the status **of the** Ph.D. work (after three years) needs further time, the said work must be completed latest within next **two** years. However no extension of leave of absence for this period shall be considered
10. The Faculty will abide by rules and regulations of PCCOE&R during this period, in case of any discrepancy, the Management of PCCOE&R reserve all rights to take necessary disciplinary action as deemed fit. Any unforeseen circumstances / Legal issues arising will be under the jurisdiction of Pune.
11. The management of PCCOE&R reserves all rights to cancel the leave and call back the Faculty Member to resume duties at any point of time in case such emergency in the interest of the Institute arises.
12. Considering Policy for Full Time, Part Time (with Six Months Course Work) and Part Time (without Six Months Course Work) maximum **20 % of the Total Faculty of the Department** will be permitted at a time.
13. Special consideration of 2 days per week for a period of 3-4 months shall be considered on account of Ph.D. thesis writing with 75% salary (for this period), provided thesis is submitted with in such period. Balance 25% salary shall be released only after submission of thesis.

*A. Tiwari*  
 Prof. Dr. Harish Tiwari  
 Principal







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**Policy on Sponsorship for Higher Studies (Post Doctoral Research Programs)**

PCCOER/policy/2019/1210-6

Date:15/05/2019


**For Full time Post Doctoral Research Program:**

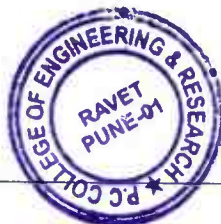
1. Principal **on behalf of the Management** is authorized to accept / reject the proposal submitted by faculty member for the sponsorship for **Post Doctoral Research Programs** at reputed institute like IITs, IISc, NITs etc. **based on the Merit, relevance, requirements and usefulness to the participant and the Institute as well.**
2. At any given instance of time maximum one from each distinct Department of PCCOE&R will be permitted to avail this facility based on seniority, performance, time and need basis.
3. The faculty members who have served PCCOE&R for more than ten years are only eligible to submit the proposals for the sponsorship for Full Time Post Doctoral Research Program.
4. Leave for maximum of two years could be granted for completion of Post Doctoral Research Programs. However during Leave Period the faculty member will have to report to college once in **six Months** on a working Day and will have to submit Progress Report to the Principal at the end of every **Semester** till the completion of the Post Doctoral Research Program.
5. 50% of the salary during the leave period (for maximum period of two years) will be paid regularly to the sponsored candidate every month, and he / she has to sign a **bond of four years** for working with PCCOE&R after completion of Post Doctoral Research Program
6. Balance accumulated 50% of salary payment will be made to the sponsored candidate **after** completing two years of service with PCCOE&R, after completion of the Post Doctoral Research Program.
7. The Bond Value will be equal to the three months salary (at the time of leaving institute, in case of leaving) plus the Total salary paid during Leave Period with 15% interest on the salary Amount paid plus 50% of the Salary for total remaining Bond Period for which the Faculty will not be serving the institute as per Bond Period.
8. The faculty permitted to avail this facility will have to complete the Post Doctoral Research Program within stipulated two years time frame. If the status **of the** Post Doctoral Research Program (after two years) needs further time, the said work must be completed latest within next **one** year. However no extension of leave of absence for this period shall be considered.

The Faculty Member will have to take the Academic Load with other responsibilities assigned by higher authorities after resuming to duties at PCCOE&R **on completion of two years leave of absence for Post Doctoral Research Program.**

9. In case the Post Doctoral Research Program is not completed within five years (from the date of admission) further increments and other benefits shall be stopped till completion of the Post Doctoral Research Program.
10. The Faculty will abide by rules and regulations of PCCOE&R during this period, in case of any discrepancy, the Management of PCCOE&R reserve all rights to take necessary disciplinary action as deemed fit. Under any unforeseen circumstances / Legal issues arising will be handled within the jurisdiction of Pune.
11. The Management of PCCOE&R reserves all rights to cancel the leave and call back the Faculty Member to resume duties at any point of time in case such emergency in the interest of the Institute arises.
12. Considering Policy for Full Time, Part Time (with Six Months leave requirement) and Part Time (without Six Months leave requirement) maximum **10 % of the Total Faculty of the Department** will be permitted at a time.

Note: The Policy is discussed and framed in presence of Senior Faculty members and Principal of PCCOE&R & R, Ravet; and would be applicable to PCCOE&R & R, Ravet

  
 Prof. Dr. Harish Tiwari  
 Principal





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**Policy on Sponsorship for Higher Studies (Post Doctoral Research Programs)**

Date:15/05/2019

PCCOER/policy/2019/1210-7

For Part time Post Doctoral Research Program:

**A) In case 'six months leave requirement'**

1. Principal **on behalf of the Management** is authorized to accept / reject the proposal submitted by faculty member for the sponsorship for Post Doctoral Research Program at reputed institute like IITs, IISc, National Research laboratory etc. **based on the Merit, relevance, requirements and usefulness to the participant and the Institute as well.**
2. At any point of time maximum **one** Faculty Members per Department from PCCOE&R will be permitted to avail this facility based on seniority, performance, time and need basis. However if need arises for permitting the Senior Faculty Members for such Studies, such Proposals may be considered on the merit and requirements of the Department. The decision of the Principal in consultation with the Head of the Department will be final.
3. The faculty members who have served PCCOE&R for more than three years are only eligible to submit the proposals for the sponsorship for Part Time Post Doctoral Research Program.
4. **Leave for maximum of six months could be granted** after which the Faculty will have to resume duties at PCCOE&R. However, during Leave period the Faculty Member will have to report to College once in every three Months on a working Day. He / She will have to submit Progress Report to the Principal at the end of every **Semester** till completion of Post Doctoral Research Program
5. 50% of the salary during the leave period (for maximum period of six months) will be paid regularly to the sponsored candidate every month, and he / she has to sign a **bond of two years** for working with PCCOE&R after completion of Post Doctoral Research Program.
6. Balance accumulated 50% of salary payment will be made to the sponsored candidate **after** completing two years of service with PCCOE&R, after completion of Post Doctoral Research Program.
7. The Bond Value will be equal to the three months salary (at the time of leaving institute, in case of leaving) plus the Total salary paid during Leave Period with 15% interest on the Salary Amount paid plus 50% of the Salary of the remaining Bond Period for which the Faculty will not be serving the institute as per Bond Period.
8. The Faculty Member will have to take the Academic Load with other responsibilities assigned by higher authorities from time to time during the period of Post Doctoral Research Program (after resuming duties at PCCOE&R from leave **granted** for completion of Post Doctoral Research Program).
9. The faculty permitted to avail this facility will have to complete the Post Doctoral Research Program within stipulated two years time frame. If the status of the Post Doctoral Research work (after two years) needs further time, the said work must be completed latest within next **one** year. However no extension of leave of absence for this period shall be considered.
10. In case the completion of Post Doctoral Research work is not completed within five years (from the date of admission) further increments and other benefits shall be stopped till the completion of Post Doctoral Research Program.
11. The Faculty will abide by rules and regulations of PCCOE&R during this period, in case of any discrepancy, the Management of PCCOE&R reserve all rights to take necessary disciplinary action as deemed fit. Any unforeseen circumstances / Legal issues arising will be under the jurisdiction of Pune.
12. The management of PCCOE&R reserves all rights to cancel the leave and call back the Faculty Member to resume duties at any point of time in case such emergency in the Interest of the Institute arises.
13. Considering Policy for Full Time, Part Time (with Six Months leave requirement) and Part Time (without Six Months leave requirement) maximum **10 % of the Total Faculty of the Department** will be permitted at a time.

  
Prof. Dr. Harish Tiwari  
Principal

