

NAGAON G.N.D.G. COMMERCE COLLEGE,
NAGAON : ASSAM.

**POLICY DOCUMENTS ON PROVIDING FINANCIAL SUPPORT
TO FACULTIES AND STAFF OF THE COLLEGE**

Introduction: The policy on providing financial support to the teachers and staff is governed by the following lines in attending workshop/seminar/meeting and/ or training programme and accordingly provides financial support on the basis of overall academic development of the college. While considering for financial support, the college pays attention that the same should not be linked to the mandatory personal promotional affairs. The College primarily follows the UGC guidelines of Travel Grants Scheme for College Teachers. Apart from PTAC of UGC, if any other financial support required, then the same should be governed by the following objectives.

Objectives:

- To encourage its faculties for presentation of research papers in conference of National and International repute.
- To gain knowledge by attending reputed National and International Conference through peer discussion and also through interaction with experts/resource persons in emerging areas, future perspectives and/or to generate new ideas in their field of interest.
- To promote and encourage research culture among the other faculties so as to avail the facility.
- To create a competitive teaching-learning environment among the staff and the students.
- To encourage faculties and staff so as to involve overall development affairs of the college.
- To present project proposals in grant providing govt. and non-govt. agencies for the college.

Considering the above objectives, the College considers its financial support policy to its staff.

- A regular faculty is allowed to attend seminar/conference/workshop at International level once in every three years and National level once in every two years gap with financial support from the college. This support is only for registration fees and 25% of travelling allowance only if the same visit is not financially supported by UGC or any other agency/agencies, provided-
 - i. The visit must be for presentation of papers or chair a session and the same must be officially endorsed.
 - ii. Conference/Seminar/Workshop must be in the interest of the academia only.
 - iii. Only one person from his/her parent department in which appointed.
 - iv. A minimum of fifteen days prior intimation is mandatory. No DA will be paid.
 - v. Academic/Duty leave will be granted against the visit.
 - vi. Must fulfill the government rules in attending the event-such as eligibility criterion, clearance of due formalities from government, having valid visa (for international).
 - vii. A maximum of two faculties will be supported in a financial year. If more than two faculties will apply at the same time then preference will be given to those who have less participation in such events.
 - viii. Participation Certificate must be produced after attending the event.
 - ix. While considering any proposal, due justice will be provided and the final decision will be taken by the college authority only.
- The College also considers financial support facility if such visit is purely linked to institutional overall development and/or mandatory for institutional presence in seminar, conference, workshop and/or training programmes.



Principal,

Nagaon GNDG Commerce College,
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