The faculty, in addition to teaching, research, and academic management, is encouraged to interact with industry and other organizations in the form of short-term and retainer consultancy, CEP, special lectures, workshops, etc. Such consultancy is expected to enhance the faculty's capability in both teaching and research. It would also add significantly to the faculty and DA-IICT reputation. The consultancy should assist the industry and other organizations solve their problems, enhance their capabilities and competitiveness, and should also pose intellectual challenge to the faculty.

The consultancy rules for faculty are:

1. Faculty can spend the equivalent of up to one day a week on consultancy work during regular semesters.

2. The consultancy charges will be worked out by the Director in consultation with the company/organization and the faculty concerned. One day charges for faculty involvement would start from Rs 5,000/- per day, up to any amount the faculty thinks fit depending upon the level, quality, extent of consultancy, and the type of company/organization. Additional amount may cover books/journals charges, cost of additional manpower, etc.

3. Depending on the nature of the project, Institute overheads would be charged at 30% to 50% of the total amount of consultancy and other charges. For example, if the total amount calculated on the basis of paragraph 2 is Rs 10,000/-, and the overheads are determined at 40%, the amount billed to the company/organization would be Rs 14,000/-.

4. Any travel and other incidental expenses involved as a part of consultancy work will be as per actuals, and reimbursed directly to the faculty by the sponsoring company/organization.

5. The overheads on the consultancy amount accrued would be used within the Institute as decided by the Director.

6. General methodology for developing and accepting consultancy:
   a. Company/organization would contact either a faculty member or DA-IICT regarding their requirements
   b. Detailed discussion with the company may be needed to understand and define the consultancy work. A meeting may be necessary for this purpose with the company representative, faculty and/or Director.
   c. The faculty member(s) concerned will discuss the matter with the Director, decide whether to accept/ not accept the offer, and define the
scope of work, time period, and relevant terms and conditions, including consultancy amount and other charges.

d. The Director will convey the decision formally to the company, defining clearly the scope and time period of work to be completed by the faculty, and request the company/organization to deposit the amount before the work is started by the faculty. Stage-wise payments by the company/organization may be allowed, depending on the nature and extent of the work as well as on the total consultancy amount.

e. As soon as the cheque/draft is received in the name of the institute, the Accounts Officer would set-up an account in the name of the consultancy project, assign an account number, and inform the faculty accordingly.

7. Distribution of consultancy amount minus overheads -- actual faculty and other staff time charges -- is as follows:

a. The overhead amount calculated as in paragraph 3 will be withheld by the Institute, including any unspent amount on books/journals, etc. The consultancy amount will be distributed as follows: 2/3rd of the consultancy amount will be paid to the faculty and other staff who have worked on the project and 1/3rd will accrue to the Institute. The distribution of 2/3rd of the consultancy amount among team members would normally be decided by the faculty member leading the team.

b. The consultancy amount will be disbursed to the faculty concerned along with other personnel only after the consultancy work is completed by the faculty as per the agreement, as certified by the faculty.

c. The Accounts Officer will intimate the faculty regarding the amount disbursed in their accounts in the bank (after TDS), transfer the amount due to the institute account, and close the specific consultancy account.