



# Sant Baba Bhag Singh UNIVERSITY

Village: Khiala: PO: Padhiana, Distt: Jalandhar 144030  
Website: [www.sbbsuniversity.ac.in](http://www.sbbsuniversity.ac.in) Phone: 0181-2711163 Fax: 0181-2711555

## **Sant Baba Bhag Singh Consultancy Cell**

### **About**

The major goal of Consultancy Cell is to provide the quality service for technical issues at reasonable and affordable rates as a service to the society in general. It aims to be an entrepreneurial university and an example of best practice in the way it engages with other organizations. The University recognizes that consultancy work and external activity undertaken by staff forms a core and valuable part for the university. Delegates from Industry/ External Agency can contact the University for getting solution to almost any type of problem. The university with the assistance of its faculty and technical staff handles such requests from the industry or any external agency and provides solution to such requests. It helps to develop mutually beneficial relationships with commercial, public and other organizations. Therefore, the University has established the consultancy cell to support all staff in the delivery of approved consultancy. Sant Baba Bhag Singh University encourages faculty members to do consultancy service to support external engagements that provide knowledge and technology transfer contributing to economic and social impact. The Consultancy cell is responsible to link institute and its faculty members more closely to the industry. Evenmore, Consultancy work can bring financial benefits both to the institution and its employees.

### **Composition of Consultancy Cell Members**

S.No.	Name	Position in Consultancy Cell	Designation/Department
1	Dr. Shaweta	Convener	Assistant Professor /Life Sciences
2	Er. Abhilash	Co-Convener	AssistantProfessor/Civil Engineering
3	Dr. Anil	Member	Assistant Professor / Botany



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4	Mr. Lovepreet Negi	Member	Assistant Professor / Commerce
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## Objectives

1. The institutional consultancy practice may be undertaken through a Consultancy Cell established in the institution.
2. To promote academic, industry and research interaction and to encourage and facilitate faculty to provide knowledge inputs sought by industry, government agencies or other academic / research organizations.
3. To manage its affairs through a committee of faculty members and the authorities of the university and may, assign the job to faculty members individually or in groups.
4. To make the use of institution facilities with supporting infrastructure of its own.
5. The faculty members who are responsible may appoint a group leader for entering into agreement with clients on behalf of the Consultancy Cell and also to engage specialist consultants, as and when required, and to negotiate the fees thereof with the approval from the Consultancy Cell .
6. To provide the provisions for conducting consultancy and to ensure that consultancies undertaken by staff are consistent with the University's strategic and operational objectives and the costs are sustainable.
7. To motivate and encourage the staff participation in consultancies which bring opportunities and benefits to the University, its staff and clients and recognition of staff for professional development.
8. Income stream is provided to the University, its institutes, Departments and Staff under Consultancy Cell.
9. To facilitate the negotiation and entering into consultancy contracts bringing significant benefits to the University and its staff while ensuring full cost recovery.
10. To provide the flexible management framework and guidance to persons inside and outside the University for covering the range of consultancies customarily undertaken by



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staff members using the University's name, services, space, facilities, equipment, and paid work time, including consultancies directed toward charitable purposes, community service, and strategic priorities for the University.

11. University's management and quality control expectations are defined explicitly for consultancy contracts involving or implicating the University, including those relating to risk management and accountability.
12. Utilisation of the resources generated.
  - a) The resources earned by a teacher through consultancy should be divided between the university and the teacher in the manner given below along with the ratio for sharing of the money between the university and the teacher:
    - 60:40, where SBBSU facilities have been used.
    - 50:50, if no facilities of the university have been used.
  - b) Further break-up of the revenue earned from the consultancy services will be as follows - 25% to the University. - 25% to the concerned Departments ( include the cost of consumables, labour, travel and other expenditure incurred for the work). - 50% to the consultant group.
  - c) Service Tax is compulsory on all consultancy services. The rate of service Tax as per the government rules will be applicable on the consultancy fees. Service Tax is to be paid by the party which obtains the services i.e. the clients. So, it is essential that the coordinators of the consultancy projects inform the clients the amount payable by the clients as Service Tax in addition to the consultancy charge.



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