



VIGNAN

INSTITUTE OF PHARMACEUTICAL TECHNOLOGY

(Approved By AICTE, PCI New Delhi & Affiliated to JNTUK - Kakinada)

An ISO 9001:2015, ISO 14001:2015 & OHSAS 18001:2007 Certified Institution

RESEARCH AND DEVELOPMENT POLICY

1. Preamble

One of the important limbs of any Technical Institution is research. For a successful progress of the Institute, it has to focus on both academics and research. At VIPT, Research is an integral part of the academic activity carried within various undergraduate and postgraduate programs.

VIPT promoted and implemented a wide range of policy actions since its inception in 2008 to promote research. The promotional initiatives of VIPT include capacity building in terms of human resources and facilities, encouragement and incentives to faculty to carryout research, organization of conferences and workshops to disseminate the new knowledge, and a strong doctoral program for award of Ph.D on completion of quality research work.

These different activities and initiatives over the last one decade are consolidated to prepare this Policy of VIPT on Promotion of Research & Innovation, Consultancy & Extension Services.

2 Aim of the policy

To create a conducive platform for encouraging the faculty to undertake cutting-edge research and to produce quality output.

3. Policy:

The policy is to ensure that any employee who has undertaken quality research to be encouraged and to be rewarded for the progression of such research.

The terms and conditions of R&D Policy are as follows:

- An employee is eligible to apply for incentive under R&D policy only if he/she has undertaken research/research related work.
- This criterion only considers the faculty output in research during the academic year under consideration.
- R&D output includes research articles published in National and International Journals, Articles presented in National and International Conferences, Conferences/Workshops/Symposium organized and participated.
- It also considers the quality of research. Research score is computed based on Global R&D quality indices like Citation index, impact factor, H-index etc which are updated.

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4 Incentive for book publications:

Category	Standards/ Norms	TEXT BOOK (Monographs Published by Single Author	TEXT BOOK (Revised Edition as a single author	Units/ Chapters Contributed as a Main Author	Units/Chap ters Contribute d as a Co- Author
TEXT BOOK -that is intended to be used should be useful for the students as well as teachers	a. The text book with ISBN/ISSN No. and recommended by any International/State University	25000	None	5000	2000
	b. The text book without ISBN/ISSN No. and recommended by International/State University	15000	None	2000	1000
	c. The text book without ISBN/ISSN No. and not recommended by any International/State University	10000	None	1000	None



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5 Incentive for Research article/Paper Publications, Participated in /Workshops/ Symposiums/ conferences:

S.No.	Research/Event Type	Eligibility criteria	Research Incentive
1	Any research article/Paper published in International Journals*	The article/paper must be H-Indexed /SJR indexed/Scopus / Thomson Reuters indexed journal	a) Rs. 10000 per research publication for first author b) Rs. 5000 per research publication for co-authors
2	Papers presented in International Conferences [#]	The paper/article must be published in any national/International Journal/conference proceedings	a) Registration Fee: Maximum of Rs. 5,000/- or Actual registration fee whichever is less b) TA/DA: As per Institute norms
3	Participated in Workshops/ Symposia of Minimum three days duration [#]	Association with APTI or organized by any premier institutes like NIPER/BITS etc	a) Registration Fee: Maximum of Rs. 5,000/- or Actual registration fee whichever is less b) TA/DA: As per Institute norms
4	Participated in Workshops/ Symposia of less than three days duration [#]	Association with APTI or organized by any premier institutes like, NIPER/BITS etc	a) Registration Fee: Maximum of Rs. 3,000/- or Actual registration fee whichever is less b) TA/DA: As per Institute norms
		Any other	a) Registration Fee: Maximum of Rs. 2,000/- or Actual fee whichever is less b) TA/DA: no TA/DA will be provided.

* Any articles with multiple authors from institute will be considered for a maximum of Rs.10,000/- incentive only which will be split among all the authors

[#] A faculty is allowed to claim registration fee or TA/DA for a maximum of 2 events (both conferences and workshops / symposia included) per year



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6. Incentives for attending Workshops/FDPs

- The Workshops/Symposium/FDPs hosting Institutions must be Institutes of repute.
- The faculty would be allowed OD+ Registration fees on actual basis or Rs. 5,000/- whichever is less, when the Workshops/Symposium/FDPs have minimum of 3 days duration.
- The faculty would be allowed OD+ Registration fees on actual basis or Rs. 3,000/- whichever is less, when the Workshops/Symposium/FDPs have less than 3 days duration.
- TA/DA will be paid as per the Institute norms.
- Each faculty can attend Workshops/Symposium /FDPs of repute twice in an academic year with financial assistance. However, financial assistance is limited to Rs. 10,000/- only.
- Maximum number of ODs is limited to one week during lean period. Number of ODs during the academic period is subject to prior approval of Principal.
- Minimum service clause is not applicable to attend conference/symposium/FDP\
- Faculties going for attending FDPs outside need to disseminate knowledge / information by organizing faculty Development Program (FDP)/ Student Development Program (SDP)/ Student Workshop/ Summer etc for the benefit of Faculty and Students in their respective departments.
- The OD and Registration claim under Research Incentive Schemes (RIS) of VIPT must be made within a month in the prescribed form.

7 Traveling allowances (TA)/Dearness Allowances (DA) for Research & Development:

S. No.	Event/Activity	Cadre	TA	DA
1	Paper presentation in an international/ National conference within India	Professor	a. II A.C / equivalent is permissible by shortest route on production of original tickets. b. If the travel distance is more than 1000 K.M, Actual air fare or a maximum of Rs.20000 shall be reimbursed.	Rs.1500 in an ordinary city and Rs.2000 for Metropolitan cities per day is permissible.



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		Associate Professor	III A.C / A.C Chair Car / equivalent by shortest route on production of original tickets.	Dearness allowance (D.A) for more than 24 hours stay: It is limited to Rs.750 for normal cities or Rs. 1000 for Metropolitan cities per day.
		Asst. Professor	Sleeper class / equivalent by shortest route on production of original tickets	
2	Paper presentation in an international conference outside India	Professor	50 % of TA limited to economy class of Airplane by shortest route on submission of original tickets or Rs. 20000 which is ever is less.	Rs.4000 in an ordinary city or actual whichever is less
		Associate Professor		Daily allowance (D.A) for more than 24 hours stay: It is limited to Rs.500/- or Rs. 800 in Metropolitan cities per day.
		Asst. Professor		

Other terms & conditions:

- TA/DA shall be provided on the submission of original bills only
- D.A includes boarding, lodging and local conveyance charges. If the registration fee is inclusive of accommodation/ travel / boarding, then the faculty is not entitled to claim TA and DA
- All TA calculations will be based on regular (Non-Tatkal, Non-Premium) fares in the given route of travel. Even if a faculty submits original tickets for a higher fare, it will be adjusted to regular fare.
- If the travel distance is less than 750 K.M, then the days of conference / seminar will be considered as on duty. If the travel distance is more than 750 K.M, one extra day in addition to the duration of the event will be considered as on-duty.
- The staff should get prior approval from concerned authorities to avail above incentive.
- The staff who wish to apply for incentives for paper presentation in the international/ National conferences abroad need to get approval from Chairman/CEO at least one Month in advance.
- A staff member can avail for a maximum of two external events in a current academic year.
- Staff members are required to apply to government agencies (UGC, DST, AICTE etc) for support wherever applicable. Such application should be submitted along with the application for R&D incentive.



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- i. The aforementioned policy may change from time to time in accordance with the Institute policy.
- j. Principal will be the competent authority to sanction/stop any incentive as per the Institute norms.

8 Incentives for Research Awards/Any recognition received by the faculty from reputed Professional Bodies and Agencies (For which Vignan has not provided any funding):

Awards received from agencies	International Level	National Level	State level	University Level
Incentive(INR)	10000	5000	2000	1000

9 Incentives for Professional Body Membership:

Professional Body Membership obtained from reputed agencies on invitation basis (unpaid)	International Level	National Level	State level
Incentive	10000	5000	2000

10 Incentive for Doctoral Research Guidance:

	Ph. D	
	Supervisor	Co-Supervisor
Incentive	10000	5000

11 Incentive for Consultancy work:

To encourage genuine consultancy work from the faculty, VIPT announces a policy whereby the faculty can claim 100% of the amount charged under the consultancy work. This is subject to the following conditions:

- a) Faculty should be the sole in-charge of the consultancy work
- b) The said consultancy work should be undertaken post the approval of the principal and the agreement should be undertaken between VIPT and the concerned third party
- c) The payment for the consultancy work should be credited to VIPT which will further be passed on to the faculty

Note: all the staff who eligible for R&D incentive need to submit author consent letter as prescribed.



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12 Incentives for Presentation of Research Papers in Conferences outside India/Abroad.

- The faculty has to approach AICTE (which provides 100% funding subject to meeting their norms) for Travel Grant or other Funding Agencies of Govt. of India.
- It has been observed that some of the proposal may not meet AICTE norms besides paucity of funds with them because of their All India Scope. Therefore VIPT may also consider funding for International Conferences on case to case basis, subject to 60% to be paid by the candidate and 40 % by VIPT with the candidate having at least 5 years" service in VIPT. Also the candidate should register for Ph.D after coming as soon as possible.
- The staff who wish to apply for incentives for paper presentation in the International conferences abroad need to get approval from Chairman/CEO at least one Month in advance.

13. Incentive for Generation of Research Grants:

- Faculty members are expected to submit proposals for research grants from funding agencies. It is quite likely, that these projects may involve modernization of laboratories, acquiring of equipment required specific to the research study or conducting of surveys etc.
- The incentive will be linked to the total amount of research grant sanctioned by the sponsoring agency. The incentive will be 20% of the research grant received from the funding agency.
- Since the amount being released in phases, the incentive(s) paid is also proportional to the amount received by the Institute.



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