

Guidelines for granting permission to attend 10/21 days long training/ Annual Conference/Symposia

Advanced training programmes are aimed to orient already trained scientific manpower to a particular topic for research and teaching reorientation of faculty member. Whereas National Symposia and annual conferences of different scientific societies are for discussion/interaction on current, research areas and purpose to focus on a particular area.

a) Guidelines for attending 10/21 days long training programme

Normally its' expected of the faculty members to be very precise in selecting a training programme to undertake, considering its benefit/advantage to his/her professional career. However, following guidelines shall be applied to select the candidate for 21 days long training programme.

- I. The training programme should be of the discipline in which a candidate is working/has obtained his qualifying degree.
- II. The training programme should be on the topic on which presently either some work is going on in the department or some definite research plan is in offing.
- III. Candidate has not attended any advanced 21 days training programme during last 5/10 years.
- IV. The requirement of two 21 days training programmes for career advancement is yet to be fulfilled.
- V. The faculty members, who have already attended more than two trainings of 21days, their application for further trainings shall be considered on Seniority & merit of case; if requested replacement should be provided from same subject/department.
- VI. The teaching/research/extension work in the department is not hampered, due to being deputed for 21 days training programme.
- VII. Normally a faculty member should not attend more than 01 training programme during preceding two calendar years.
- VIII. Participation in Training programmes being organised at headquarters, should be discouraged.
- IX. Teachers deputed for training, on return shall deliver a seminar in the department with in a period of one month and deposit a copy of certificate, depicting successfully completing the training and a certificate from organisers that he/she was present throughout the training/ programme.

While submitting the application permission to attend the training programme **Form 01** should be also filled.

Guidelines for attending Annual Conference/Symposia

Normally a teacher or Scientist shall be permitted to attend one National/International conference/symposia preferably of his own subject, based on following guidelines.

- I. Teacher should have submitted a research abstract through proper channel and same should have been accepted for oral/poster presentation.
- II. Executive Committee members of professional Society may also be considered for participation in Conferences/Symposia.
- III. Availability of funds (in form of externally funded projects) shall be also one of the guiding principles for recommending authority.
- IV. For International Conferences only one of the authors of paper may be considered, provided other authors gives NOC and participant has to arrange funds from various funding agencies, under intimation to University.
- V. Funding for participation in International conferences shall be regulated as per ICAR guidelines.

While submitting the application permission to attend the training programme **Form 02** , along with acceptance letter/ Invitation letter/Brochure should be also filled. Provided by applicants.