



SRI MANAKULA VINAYAGAR ENGINEERING COLLEGE

(An Autonomous Institution)

Puducherry - 605 107



Policy on Collaborations

Collaboration Policy

I. PURPOSE

With the vision to improve higher education in Puducherry, Sri Manakula Vinayagar Engineering College (SMVEC) encourage and support faculty members for undertaking research and consultancy work with outside agencies within India and abroad which in turn enhances both economic and academic growth of the institution establishing the cell named as Sponsored Research and Industrial Consultancy (SRIC).

II. OBJECTIVES

- To promote academic research and consultancy among students and teachers of the SMVEC for social benefits and developments.
- To improve institutional coordination to encourage students and teachers to undertake research projects for social benefits and developments.
- To encourage departments and schools of the SMVEC to signed Memorandum of Understanding (MoU) at Regional, National and International levels to enhance the inter-institutional collaboration and exchange of faculties and students for human resource development.

III. COVERAGE

The Collaboration Policy applies to all departments and schools of the SMVEC in order to achieve the Mission and Vision of the institution.

IV. FUNCTION OF THE SRIC CELL

The SRIC cell will be managed by Director and Dean Research. The Cell will perform the following functions

- Approving the project, consultancy and testing proposals and monitoring at the Central Basis
- Keeping official records of all sponsored projects and consultancy.

- Submission of utilization to the sponsoring agency in time. The following procedure will be adopted for initiating, operating and completing the research projects funded by different funding agencies and industries.

V. GUIDELINES FOR MoU/AGREEMENT

If a MoU/Agreement is required to be signed with the sponsor of a Consultancy Project, it should generally include the following clauses. Additional clauses may be added if considered necessary:

- **General:** This section should include the reference to the proposed Consultancy and identify the parties concerned pertaining to the MoU.
- **Scope:** This section should spell out briefly the nature of work, its limitations and the expected end results.
- **Time Frame:** This clause must indicate the expected duration of the project and should also indicate the schedule of review of progress, submission of reports etc., if any.
- **Consultancy:** Charges and payment terms the document must clearly indicate the charges to be paid including applicable service tax along with payment terms.
- **Responsibilities:** This clause should define clearly the responsibilities of the various parties with regard to making the data and / or material available for the work as also for the return of the same, as and if applicable.
- **Patents/Publications:** The MoU should clearly spell out the arrangements proposed to be made with regard to any patents or publications arising out of the proposed Consultancy project.
- **Force Majeure:** This is an important clause and must be included to safeguard the interest of the various parties due to one or more of the unforeseen force majeure events.
- **Disagreement/Dispute:** The document shall provide for a suitable channel to settle any disputes or differences related to the execution of the Consultancy project, which shall conform to clause given earlier.
- **Liability:** This clause should indicate the maximum liability which is to be accepted in the event of the project being terminated without completion at any stage.
- **Amendment to the MoU:** The clause should specific a provision for amendments to any one or more clauses of the MoU through mutual consent, at any stage during work of the project, due to any reason whatsoever.

