

NORTH-EASTERH HILL UNIVERSITY REGULATIONS

RC-14

ON EXTERNAL RESEARCH PROJECTS

1. The regulations may be called Regulations on External Research Projects and the procedures laid down hereunder shall apply to all External Research Projects.
2. Action on the project may be initiated by the Chief Investigator (CI) in advance, if necessary, with the prior approval of the Vice-Chancellor soon after the receipt of sanction while awaiting for the release of funds.

The Vice-Chancellor may allow an expenditure of a token amount for preliminary action if any. Appointment of staff and research personnel shall however be processed only after the receipt of funds. Copies of the sanction order will be maintained by the Registrar, the Finance Officer and the concerned Department. Information about the sanctioned External Research Projects shall be communicated to the concerned Board of Post Graduate Studies / Steering Committee and School Board by the Head of the Department
3. The funds received will be deposited in the 'Research Project Fund' of the University and a separate ledger maintained in the Finance Department in respect of each Project.
4. Requisition for selection of sanctioned staff shall be sent to the Registrar by the Chief Investigator. All request received in every block of two month beginning with January shall be consolidated by the Registrar and sent for advertisement in the first week of the following month. The cost of the advertisement shall be met from the project overhead charges.
5. The Head of the Department shall constitute a Selection Committee, on the recommendation of the Chief Investigator, comprising of three members:
 - (1) The Chief Investigator (Chairperson)
 - (2) Head of the Department
 - (3) One expert on the recommendation of the Chief Investigator.

This Selection Committee shall be for (1) research positions up to research associate and equivalent, (2) staff up to Group B.

For positions higher than those mentioned above, the Vice-Chancellor shall constitute a Selection Committee of five members on the request of the Chief Investigator. The Committee shall consist of:

- | | |
|---|------------|
| 1. Vice-Chancellor or his nominee | - Chairman |
| 2. Chief Investigator | - Convener |
| 3. Head of the Department | - Member |
| 4. Two Subject Experts to be selected by the Vice-Chancellor from a Panel of at least five names submitted by the Chief Investigator. | - Member |

NORTH-EASTERN HILL UNIVERSITY REGULATIONS

If the terms and conditions of the project specify the procedure for selection of Research/Technical and other staff, the same shall followed.

6. All available infra-structural facilities of the Department/ University shall be extended for the smooth running of the project.
7. (a) All purchases of equipment, books, consumables and non-consumables concerning the project shall be procured by the Chief Investigator out of the project grant. Such purchases shall be routed through the Departmental Purchase Committee with the Chief Investigator as a member. Items costing less than Rs. 10,000/- can be purchased by the Chief Investigator without going through the DPC.
 (b) All purchases connected with the project shall be entered in a separate Stock Registrar to be maintained by the Chief Investigator. After the completion of the project, the equipments, book and such other assets including any vehicle provided by the Funding Agency shall be transferred to the Department or dealt with a stipulated by the Funding Agency. Transfer of non-consumables must be dealt with as per the audited Stock Register.
8. The University shall deduct 30% of the overhead charges of the project for facilities already extended. The balance amount shall be used by the Chief Investigator for specific requirements of the project. The unused part of the overhead charges will automatically go to the University after expiry of the Project.
9. The Chief Investigator shall be the controlling and sanctioning officer for all the financial administrative and academic matters related to the project. In the absence of the Chief Investigator and / or any co- investigator, the faculty member nominated by the Chief Investigator shall look after the matters related to the project.
10. (a) When a project is sanctioned to more than one investigator drawn from different Department and the funds are given to the CI, for the purpose of this Ordinance/Regulation the "Department" means the Department to which the Chief Investigator belongs.
 (b) When a project is sanctioned to more than one investigator drawn from different Departments and the project grant is sanctioned to each investigator individually, for the purpose of this Ordinance / Regulation the "Department" means the Department which each investigator belongs.
11. Utilisation certificates on the project expenditure shall be submitted by the Chief Investigator to the University to be forwarded within a fortnight to the Funding Agency.
12. All administrative, academic and financial matters in relation to the projects shall be governed by the provisions of these regulations and / or the terms and conditions of the concerned Funding Agency.

Any difficulty arising in giving effect to or interpretation any of the provisions of this Regulation shall be referred to the Vice-Chancellor whose decision thereon shall be final.