

**Central University of South Bihar**

**TEACHER DEPUTATION POLICY**

**I. Scope:** Staff Deputation Committee for teachers shall consider (i) Financial Assistance and (ii) Leave for attending the National/International Conference/Seminar/Symposia/Congress/Workshops/Short duration Training Programme etc. within India and outside India to be made effective from 01.09.2016. This shall be applicable only to the confirmed permanent teachers of the University.

- a) Only duty leave, not more than 15 days may be granted without financial assistance by the University, if the teacher is not presenting any paper in the Workshop/Training Programme within India and Abroad. However, if the teacher is going to deliver an Invited talk or Lecture in Workshop/Training Programme in India only, the financial support may be considered as last priority subject to the availability of funds.
- b) Teachers going under any International collaboration exchange programmes with INSA, CSIR, DST, ICSSR, ICAR, MCI and other agencies of similar reputation, may be provided assistance to the extent of 50% of their travel expenses limited to the maximum ceiling as per their entitlement.
- c) Such of the Teachers who are selected for assistance may spend maximum 2 weeks in the country where the programme is held and they should utilize the period, outside the programme days for visiting institutions of their subject field without any financial obligation on the part of the University. The work, and the detailed plan of such visits, should be submitted along with the proposal to the University.

**II. CRITERIA FOR SELECTION WITH FINANCIAL SUPPORT**

**TRAVEL GRANT TO TEACHERS TO ATTEND THE CONFERENCE/SEMINAR/  
SYMPOSIA/ CONGRESS OUTSIDE INDIA**

- a) It is extended to permanent teachers once in three financial years. (Example: Teachers deputed during 2016-17 or earlier will be eligible during 2019-20).

**Note:**

- 1. This condition can only be relaxed in very special cases as an exception subject to availability of funds.
  - 2. Deputations to conferences in India will not be counted for the above purpose.
- b)
  - 1. Not more than one person per department shall be allowed to attend the same conference abroad, at one time.
  - 2. In case of more than one faculty member /a group from the same Department, deputation should be considered based on the specific recommendations with reasons of the concerned Head/Dean specifically mentioning that the work of Department/Centre will not suffer.