# LORDS

## INSTITUTE OF ENGINEERING AND TECHNOLOGY

(UGC AUTONOMOUS)



# R&D, IPR & CONSULTANCY POLICY

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## REVISION HISTORY

Record of revisions to the R&D, IPR & Consultancy Policy

| REVISION NUMBER | REVISION DATE | REVISION DESCRIPTION |
|---|---|---|
| 01 | 24 November 2026 | Revision of the existing R&D, IPR & Consultancy Policy. Added formal document-control information and a complete section-wise Index, and incorporated Prepared By (Dean R&D) and Approved By (Principal) pages together with this Revision History. The existing policy structure and substantive provisions—including research incentives, FRPS, student research assistance, conference support, research collaboration and research ethics, with Annexures I–IV—are carried forward from the previous copy. No change to incentive amounts or eligibility criteria is reflected in the supplied revised policy text. |
| | | |
| | | |
| | | |

Revision control: This table records the revision number, date and description of changes made to the R&D, IPR & Consultancy Policy. Subsequent revisions shall be recorded in the same format.

## DOCUMENT CONTROL TABLE

Controlled document information and authorization record

| CONTROL FIELD | DOCUMENT DETAILS |
|---|---|
| **Document Title** | R&D, IPR & Consultancy Policy |
| **Institution** | Lords Institute of Engineering and Technology (UGC Autonomous) |
| **Document Owner / Custodian** | R&D, IPR & Consultancy Cell |
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| **Prepared By** | Dr. Moksud Alam Mallik, Dean R&D,IPR and Consultancy Cell |
| **Approved By** | Dr. Ravi Kishore Singh, Principal |

Note: The revision number and revision description are recorded for this revised edition. The document reference number, formal issue date and next review date may be assigned through the Institute's document-control process.

### 1. PREAMBLE

Lords Institute of Engineering and Technology (LIET) is an UGC Autonomous Institute since 2021 and was established

in 2003. Approved by AICTE-New Delhi, affiliated to Osmania University - Hyderabad, accredited by NAAC with 'A' Grade, Accredited by NBA for UG programs (CSE, ME, ECE, CE, IT), with ISO 9001:2015 Certification. LIET offer 09 UG Programs, 3 PG Programs in Engineering and 1 PG program in Management (Master of Business Administration) have a track record of outstanding performance of its pass-outs in different spheres. Improving high quality scientific research is a necessary enumeration for creating successful institute. The objective of Research and development (R&D) initiatives undertaken by Lords Institute of Engineering and Technology is to build research careers, internationalization of human potential. Support to strengthen the knowledge foundation and promote the creation of new applications, as well as the societal impact of education, research and innovation. All education, research and innovation of this Institute aims to be of a high standard. The goal of creating technological and social innovation has emerged alongside R&D-based activities.

To achieve a high-quality research ambience, the following policies have been undertaken. A Research Advisory Committee headed by Principal will be established that will prepare and implement the documents for the development of research and development activities within the institute.

## 2. INSTITUTIONAL RESEARCH PROMOTIONAL MEASURES

This document presents the research incentives that are going to be issued by the Management for faculty publications, patents, funded projects and consultancy works and its implementation. The new incentive policy will be implemented from **26 January 2025.**

### 2.1. Publications

| Category | Requirement | Support Amount |
|---|---|---|
| International Journal | Must be indexed in **SCI** and a **Q1 Journal** | ₹30,000/- |
| International Journal | Must be indexed in **SCI/ESCI** and a **Q2 Journal** | ₹25,000/- |
| International Journal | Must be indexed in **ESCI/WoS/Scopus** and a **Q3 Journal** | ₹20,000/- |
| International Journal | Must be indexed in **WoS/Scopus** and a **Q4 Journal** | ₹15,000/- |
| International Conference paper | Must be published in proceedings | ₹7,500/- or *50% of the registration fee (whichever is lower)* |
| National Conference paper | Must be Published in proceedings | ₹4,000/- or *50% of the registration fee (whichever is lower)* |
| Book Chapter | Must be indexed in **Scopus** *(only direct submissions to publishers will be considered)* | ₹7,500/- |

**Note: Q1, Q2, Q3, and Q4 are the four quartiles that journals are divided into based on their impact factor or other metrics:**

- **Q1: The top 25% of journals in a field, with the highest number of citations and the most prestige.**
- **Q2: The second quartile, with impact factors higher than the median but lower than the top 25%.**
- **Q3: The third quartile, with impact factors lower than the median but higher than the bottom 25%, Good for niche-specific research, with a quick review process and less competition.**
- **Q4: The bottom 25% of journals, often those that have recently been included in the database, Good for new researchers, with low rejection rates and feedback opportunities.**

### 2.2. Publishing Text Book

| | |
|---|---|
| International Edition by top 60 Publishers (Annexure 1) in the World [3 Hard Copies Must be Submitted] | Rs. 15,000/- |
| Indian Edition [3 Hard Copies Must be Submitted] | Rs. 7,500/- |
| Publishing Book Chapters (Non-indexed) | Rs. 2,000/- |

**Note: Book should meet the criteria mentioned in guidelines**

### 2.3. Patents:

| | |
|---|---|
| Publication of Patent | Rs. 5000/- |
| Publication of International Patent | Rs. 10,000/- |
| Grant of Patent | Rs. 15,000/- |
| Patents filed by keeping College Name as applicant | Rs 7,500/- |
| Patents granted with examination keeping College Name as applicant | Rs 20,000/- |

**Note: The above incentives are applicable only if the disclosure goes through a detailed search process by Novel Patent's and should reflect in the Derwent Database**

### 2.4. Funded Projects / Grants:

| | |
|---|---|
| Award of Grant for Conference / Workshop / Seminar/FDP/STTP [if Institute Facilities are not used] | 10 % of the Grant received on submission of utilization report (Provided by the Institute). |
| MODROBS (Amount >5 Lakhs) | Rs. 30,000/- |
| MODROBS (Amount <5 Lakhs) | Rs. 20,000/- |

| Category | Activity | Remuneration/Reward |
|---|---|---|
| I | Funded Research Project where use of Institute's infrastructure facility | 70% to consulting faculty<br>30% to Institute |
| II | Funded Research Project where without use of Institute's infrastructure facility | 80% to consulting faculty<br>20% to Institute |

**Note: Submission of application, follow up for getting the grant, carryout the project and submission utilization certificate should be done by the faculty. This incentive is subjected to justification presented to Research Advisory Committee.**

### 2.5. Consultancy Projects

To encourage consultancy work from the faculty, LIET announces a policy wherein the faculty can claim the amount charged under the consultancy work.

| Category | Activity | Remuneration/Reward |
|---|---|---|
| I | Consultancy and technical Services involving use of Institute's infrastructure facility | 70% to consulting faculty<br>30% to Institute |
| II | Consultancy and technical Services involving without use of Institute's infrastructure facility | 80% to consulting faculty<br>20% to Institute |

This is subject to the following conditions:

- LIET faculty alone should be the sole Principal Investigator (PI) or Co Principal Investigator (Co-PI) of the consultancy work and he should get the project on his own without taking any support from the Institute.
- The said consultancy work should be undertaken after the approval of the Head of the Institute and the agreement should be undertaken between LIET and the concerned third party.
- The payment for the consultancy work should be credited to LIET which will further be passed on to the faculty as Incentive.

**Note: Consultancy work must include a Principal Investigator (PI) or Co-Principal Investigator (Co-PI) from the institute.**

### 2.6. Institution Development Activities

| | |
|---|---|
| Grants from philanthropists towards infrastructure development | 5 % of the Grant to the max of Rs. 50000/- (Provided by the Institute) |
| Establishment of Industry supported laboratories | 5 % of the Grant to the max of Rs. 50000/- (Provided by the Institute) |
| Income generation from corporate training | 80 % of the Profit. |

### 2.7. Other Faculty Incentives

| | |
|---|---|
| Awards received from outside the institution for individual | Rs. 5000/- Award from govt organization,<br>Rs. 2000/- Reputed Professional Society<br>Rs. 1000/- Non-govt organization. |
| Bibliometrics of the publications based on average Citation index in Scopus/ Web of Science | Rs. 2000/- per 50 Citations per paper with college affiliation. |
| Recognition as research guides for Ph. D | Rs. 5,000/- (Govt. University)<br>Rs. 2000/- (Private University) |
| Allotment of Scholar for Research Guides for Ph. D | Rs. 2,000/- per candidate. |
| Grant of national/International fellowship | Rs. 5,000/- |
| Seed money for development of Product (After Patent Grant) | Rs. 20,000/- |
| Concession for education of children of employee (Any faculty or Staff with Minimum of four years of Services) | 50 % Concession |
| Post-doctoral Study (Minimum two years Services of the faculty) | Study Leave with 10 % Salary upon rejoining |
| Ph.D. Registration (Minimum 1 Year Service of the faculty) | Study Leave for Course work and progress presentations upto 1 week per year |
| Seed Money for research Projects (Proper justification & Recommendation of HoD, Dean R&D and Principal) | As Approved by the Management |

### 2.8. Mandatory Research Publications Per Year

**Doctorate Faculty:** Minimum 1 SCI/ESCI Journal (As a First Author) and 1 Scopus Indexed Journal.

**Non-Doctorate Faculty:** Minimum 2 Scopus Indexed Journal or 1 SCI/ESCI Journal.

### 2.9. Guidelines for implementation:

- The textbook should have the content/quality to be recommended as a reference book by any University or College for the UG/PG program. (Single space format, Min. 200 Pages). Text Book may have chapter-wise references (optional), preface, contents, ISBN Number and published by the standard publisher (Indian/ International).
- Book Chapters (in Taylor & Francis / Springer / Elsevier / any other reputed publisher) which are directly submitted to the editor are eligible for Honorarium of Rs. 7,500/- after it is indexed in the Scopus database.
- International or National Conferences organized by NIT/ IIT/ Central or State University / Deemed University/ Research Laboratories / Reputed Institutes with Autonomous Status with NAAC / NBA Accreditations.
- Six Academic Leaves will be granted per year. Faculty can use these leaves for attending workshops / FDPs / RRMs / invited talks / Doctoral Review Committee/attending convocation as a resource person or any other academic-related activities. Faculty will be allowed to attend one workshop/ FDP per year.
- Two days OD per year will be given for attending the final Viva-voce examination of Ph. D. for the research scholar and one day OD will be given to the faculty (Guide) to attend his research scholar's Ph D Viva-voce.
- ***For the award of incentive, the First Author or Corresponding Author in any Journal / Conference paper will be considered, college affiliation (Lords Institute of Engineering and Technology, Hyderabad) is mandatory. For meeting the research target also, the same rule is applicable.***
- Faculty claiming for Journal/Patent/Books/Conference incentive should submit the application (Annexure II) and relevant proofs within 1 month of publication to maintain a record.

## 3. SEED MONEY TO FACULTY UNDER THE FACULTY RESEARCH PROMOTION SCHEME (FRPS)

### 3.1. Introduction:

- This research initiation is designed to attract young faculty to perform quality research and publish their work in the reputed international journals. This policy provides a substantial package to begin scholarly research at LIET.

### 3.2. Objectives:

- Enable the beginning of research and related activities for a newly recruited faculty who has significant potential toattract external funding.
- To motivate faculty to pursue research.

### 3.3. Award:

- Grants shall be awarded for up to Rs. 1,00,000/- and the amount should be spent within a maximum of 24 months after the date of sanction.

### 3.4. Eligibility:

- Any faculty of LIET appointed at the level of Assistant Professor or above, on regular basis.
- This initiation grant can also be considered for those recruited in the last five years in LIET provided they have not received funding from any other agency.
- The grant will, however, be contingent upon their performance in the past few months/years, and upon the strength of the proposal.
- Faculty who have completed three years in LIET but have not received any grants may also be considered subject to the availability of the funds and merit of the proposal.

- The faculty should commit to publish and seek external funding for R&D projects.

### 3.5. Application Process:

- Faculty members should apply for FRPS, through his/her Head of the Department, by providing details (as per Annexure IV) of the research to be carried out. The total budget should not exceed the prescribed limit.

### 3.6. Selection Criteria:

- The research plan which is sustainable and has the potential to attract external funding will be encouraged.
- The research should be beneficial to the community/society at large.
- The itemized budget should be consistent with a research plan.

### 3.7. Evaluation Process

- The application/proposal will be reviewed by the domain-specific Expert Committee. On recommendation from thecommittee, it will be considered for approval and sanction.

### 3.8. Guidelines for Expenditure:

- The funds may be used to purchase specialized research equipment, databases, software, laboratory supplies, sample collection, and analysis and consumables which are not routinely procured regularly. This shall retain as the property of Institute.
- The record of purchase will be maintained by the department.

### 3.9. Conditions:

- All purchases/expenses should be processed in accordance with LIET policies and procedures.
- Periodical review of the progress of the research will be monitored half-yearly by the Dean-R&D and Research Advisory Committee.

### 3.10. Expected Outcomes:

- LIET expects that faculty who avail of the research grant, will seek external funds to support their research program withintwo years of the commencement of the grant. The report of the faculty on the use and outcome of the grant will be part ofthe faculty appraisal.
- The faculties must publish in good-quality journals and explore the possibility of patent or product.

## 4. FINANCIAL ASSISTANCE TO STUDENTS FOR RESEARCH

- Students will get reimbursement towards paying registration fees for presenting the paper in the conference if that paper published. Also, students participating in various events such as technical quiz competitions, technical fest, and technical poster presentation competitions at the state level as well as at national level will be reimbursed by the institute on securing a prize in the event participated. The institute motivates the students to undertake interdisciplinary projects and provides the required financial support. Students must seek prior approval from the concerned project guide and HOD.

## 5. SUPPORT FOR CONFERENCE

- Faculties are encouraged to present their research work in conferences by premier institutions. The incurred expenditure will be paid on reimbursement basis which includes the Registration Fee / Per Diem Expenditure TA up to Rs.7500/-

### 5.1. Eligibility Criteria

- Faculty should be a full-time employee and should present the paper in his/her domain of expertise or education research.

- If there is more than one author for a paper, only one author is eligible.

### 5.2. Guidelines

- The financial assistance for participation (paper presentation) in the conference will be considered subject to the approval of the research paper by the domain experts and also the credibility of the conference and its organizers, subjected to justification presented in RAC.
- The financial support provided shall be such that the total assistance received from all sources (external funding agencies) shall not exceed the total expenditure; self-certification regarding assistance, if any, received from other sources for the purpose shall also be produced
- The management reserves the right of withdraw the financial support provided to the faculty in the event a faculty cancels the programme in the last minute due to any reasons, no further notice or intimation will be made in this regard.
- The financial assistance is on reimbursement basis subjected to the production of vouchers for registration fee, travel tickets, other bills and the report on the outcomes of the Conference / programme attended.
- The management reserves the right of deputation / sponsorship.

## 6. MOU FOR RESEARCH COLLABORATION

In order to promote Institution research collaboration with Industry, NGO or other premier Academic/Research institutions MOUs are encouraged. These MOUs are routed through RAC which includes publication policy, IPR, conflict of interest, expected outcomes and tenure. The RAC shall review the progress and activities of these MOUs for every 6 months. The RAC shall look into the feasibility of extending the MOUs or closing depending on the performance.

Incentives to Faculty for MoU's and its functional linkages with institutions/ industries:

| | |
|---|---|
| MoUs with institutions/ industries in India | Rs.1000 per MOU Functional (Min 100 students benefitted) |
| MoUs with institutions/ industries in international | Rs.2000 per MOU Functional (Min 50 students benefitted) |

## 7. CODE OF ETHICS IN RESEARCH

To ensure the quality of all research activities of the college and to observe the highest standards of ethics and integrity in conduct of research, all researchers/faculties must follow ethical guidelines of LIET.

**Note: Faculty should contribute in getting some or other incentives to get eligibility for Annual Increments**

## Annexure - I

### Top 60 Publishers in the World

1. Nova Science Publishers
2. SAGE Publishing
3. Macmillan International Higher Education
4. CRC Press
5. Purdue University Press
6. Brown Walker Press
7. Fordham University Press
8. Oxford University Press
9. Cambridge University Press
10. Wilfrid Laurier University Press
11. University of Toronto Press
12. Allen &Unwin Book Publishers

13. Wiley
14. McGraw Hill Education
15. Central West Publishing
16. Elsevier
17. Nelson Education
18. Springer
19. Artech House
20. Between The Lines
21. Boulder Books
22. Douglas & McIntyre
23. Science Publishers
24. CSIRO Publishing
25. Apress
26. Emerald Group Publishing
27. Pearson
28. RELX Group
29. Thomson Reuters
30. Bertelsmann
31. Penguin Random House
32. Hachette Livre
33. McGraw-Hill Education
34. Scholastic
35. HarperCollins
36. Macmillan Publishers
37. Manning Publications
38. University of Westminster Press
39. Harriman House
40. Wolters Kluwer
41. GrupoPlaneta
42. Holtzbrinck
43. Cengage
44. De AgostiniEditore
45. Shueisha
46. Kodansha
47. Houghton Mifflin Harcourt
48. Shogakukan
49. Informa
50. China Publishing Group Corporate
51. Phoenix Publishing and Media Company
52. Kadokawa Publishing
53. GrupoSantillana
54. Bonnier
55. Simon & Schuster
56. Readers Digest
57. Mondadori
58. Harlequin
59. Perseus
60. Harlequin

## Annexure – II

# LORDS INSTITUTE OF ENGINEERING & TECHNOLOGY

UGC Autonomous
| Approved by AICTE | Affiliated to Osmania University |
|Accredited by NBA | Accredited 'A' grade by NAAC | | Certified by ISO

### R&D, IPR and Consultancy Cell

### Research Incentive Application

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Name and Designation of the faculty | | | | | | | | |
| Employee id | | | | | | | | |
| Department | | | | | | | | |
| Contact details | Mobile: | | | E-mail: | | | | |
| Title of the paper/Patent/ Book /Book-chapter/Award | | | | | | | | |
| Name of the Journal/ Conference | | | | | | | | |
| Are you the first author or corresponding Author / Inventor | | | | | | | | |
| Other Authors/ Inventors with affliation | | | | | | | | |
| Journal indexing | SCI / WoS/ Scopus | | | Publisher details: | | | | |
| Journal details | ISSN no | International/ National | Publication month &year | Issue No. volume No. Page No. | Impact factor | SNIP | Cite Score | SJR |
| | | | | | | | | |
| Conferencedetails | International /National Conference | Venue and duration | Publication month & year of proceeding | Issue, Volume, page no. of proceedings | Indexed by SCI/Scopus /web of science | DOI number | Remarks (best paper award/ publishedin journal) | |
| | | | | | | | | |
| Patent | National/ International | Date offiling | Month and year of publication | Application number | Gazette / Journal number along with page | | Remarks | |
| | | | | | | | | |
| Book /book-chapterdetails | ISBN no | International/ nation | Publicati on month& year | DOI number | Print/e-book | Remarks | | |
| | | | | | | | | |
| Plagiarismreport submitted | Yes/No, if yes mention details of the report | | | | | | | |
| Google Scholar Profile | | | | | | | | |
| Registration Fee/Processing Fee (Rs) | | | | | | | | |

Documents attached (Xerox):

1. Copyright transfer form
2. Acceptance mail
3. Hard copy of the complete paper (Final Print after publishing)
4. Copy of Registration Fee/Processing Fee Receipt
5. Participation& Presentation certificate
6. Plagiarism report

Date: Signature of the Faculty

**Recommendations of the HOD**

A copy of the published paper submitted in the department: Yes/No Amount recommended after scrutiny of details submitted:

Date: Signature of the HOD

**Verified by Dean, R&D**

Amount recommended after scrutiny of evidences submitted:

Date: Signature of Dean, R&D

**Approved by Principal**

Date: Signature of Principal

## Annexure – III

# LORDS INSTITUTE OF ENGINEERING & TECHNOLOGY

UGC Autonomous
| Approved by AICTE | Affiliated to Osmania University |
|Accredited by NBA | Accredited 'A' grade by NAAC | | Certified by ISO

### R&D, IPR and Consultancy Cell

### Development Incentive Application

| | | |
|---|---|---|
| Name and Designation of the faculty | | |
| Employee id | | |
| Department | | |
| Contact details | Mobile: | E-mail: |
| Contribution/Activity | | |
| Description | | |
| Collaborated Agency/Organization (If Applicable) | | |

**Recommendations of the HOD**

A copy of all the evidences to be submitted for verification: Yes / No

Date:

Signature of the HoD

**Verified by Dean R&D**

Amount recommended after scrutiny of evidences submitted:

Remarks (If any)

Date: Signature of Dean R&D

**Approved by Principal**

Date: Signature of Principal

# LORDS INSTITUTE OF ENGINEERING & TECHNOLOGY

UGC Autonomous
| Approved by AICTE | Affiliated to Osmania University |
|Accredited by NBA | Accredited 'A' grade by NAAC | | Certified by ISO

**R&D, IPR and Consultancy Cell**

## Format for Submission of Project Proposal

1. Project Title:
2. Broad subject:
3. Subject Area:
4. Duration in months: (1 year/2 year)
5. Total Cost: (limited to 1 Lakh rupees only)
6. Principal Investigator: Name:
   Age:
7. Co-Principal Investigator: Name:
   Age:
8. Mentor (If any):
9. Designation:
10. Department:
11. Mobile & Email Id:
12. Number of Scopus/Web of Science indexed journal publications (2017 to till date):
13. Project summary (maximum 100 words):
14. Objective (Maximum 3):
15. Review of status of Research and Development in the subject
    a. International status
    b. National status
    c. Preliminary work done so far, if any
16. Expected deliverables of the project [Patent, Publication, product etc.,]

**17.** Societal impact/community impact:

**18.** Methodology with flowchart/block diagram:

**19.** Gantt Chart (1 / 2 years):

**20.** Budget: (Human resources, Travel, Conference, or Contingency are not permitted)

| Sl. No. | Recurring | Non-Recurring | BUDGET | |
|---|---|---|---|---|
| | | | 1st Year | 2nd Year |
| | | | | |
| | | TOTAL | | |

**21.** Details of the Journal publications (2019 to till date)

| Entry | Complete list of authors in the journal | Name ofthe journal | Title of the paper | Year | Volume | Issue | PageNo's xx-xx | Citations |
|---|---|---|---|---|---|---|---|---|
| 1 | | | | | | | | |
| 2 | | | | | | | | |
| 3 | | | | | | | | |
| 4 | | | | | | | | |
| 5 | | | | | | | | |
| Link to journal paper | | Entry 1 - | | | | | | |
| | | Entry 2 - | | | | | | |
| | | Entry 3 - | | | | | | |
| | | Entry 4 - | | | | | | |
| | | Entry 5 - | | | | | | |
| Link to web ofscience index webpage* | | Entry 1 - | | | | | | |
| | | Entry 2 - | | | | | | |
| | | Entry 3 - | | | | | | |

*Based on clarivate analytics

I hereby certify that above particulars are correct to my knowledge and belief. I shall complete the objectives as per the above proposal. The utilization statement will be produced to the RAC whenever it is necessary.

**Signature of the PI with date** **Signature of the HoD with date**

**PREPARED BY**

**Dr. Moksud Alam Mallik**
**Dean - R&D, IPR & Consultancy Cell**

Signature: _____

Date: _____

**Official Seal**

**APPROVED BY**

**Dr. Ravi Kishore Singh**
**Principal**

Signature of Principal: _____

Date: _____

**Official Seal of the Institute**