



BITM
POLICY DOCUMENT
FOR
FINANCIAL SUPPORT TO THE FACULTIES

WITH EFFECT FROM 2010-11



Basavarajeshwari Group of Institutions

BALLARI INSTITUTE OF TECHNOLOGY & MANAGEMENT

"Jnana Gangotri" Campus, Bellary-Hospet Road, Near Allipura Village,

BALLARI - 583 104 (Karnataka)

Ph: 08392-237167/237153 Fax: 237197, e-mail: bitmbly@gmail.com

Website: www.bitm.edu.in

POLICY DOCUMENT FOR FINANCIAL SUPPORT TO THE FACULTIES

What is a Financial Support?

Financial Support is extended to the faculties of BITM for attending the National and International Conferences / Workshop's / FDP's including Registration Fee, Travelling Fee, Accommodation and etc.

Purpose:

- Purpose of Financial Support to the Faculty is to.....
- Gain knowledge
- Acquire skills as per new technological changes
- Syllabus upgradation and also developing the pedagogical methods of teaching.

Scope:

- All the full time faculty who are on the rolls are eligible to avail the above financial support.



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Procedure:

- Faculty should identify and produce necessary documents to the HOD.
- HOD in turn after evaluating forwards the same to the Principal in turn to the Management for the approval.
- On approval, the accounts department will provide the financial support in the beginning for registration and subsequently reimburse the expenses.
- The necessary certificates / attendance certificate along with brief report to be submitted to the HOD of concerned departments for documentation.
- The faculty who intended to attend high impact National and International Events are encouraged.

Records Management:

- The faculty members who have attended the events has to document the certificate or the front page of the publication in their personal file and the concerned department files.



Management
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