



# ঢাকা প্রকৌশল ও প্রযুক্তি বিশ্ববিদ্যালয়, গাজীপুর

গাজীপুর-১৭০০

স্মারক নং-ঢাপ্রপ্রবি/প্রশা(অংশ-৭)/২৩০/০৩/২৪৯৩/ক

তারিখ : ১৭/১০/২০১৬ খ্রিঃ

## অফিস আদেশ


গত ২৮/০৯/১৬ খ্রিঃ তারিখে অনুষ্ঠিত অর্থ কমিটির ৬১ তম সভার সুপারিশ এবং ০৪/১০/১৬ খ্রিঃ তারিখে অনুষ্ঠিত সিন্ডিকেটের ৮৬ তম সভার সিদ্ধান্ত অনুযায়ী বাংলাদেশ বিশ্ববিদ্যালয় মঞ্জুরী কমিশনের গবেষণা মঞ্জুরী হিসাবে বরাদ্দের প্রেক্ষিতে অত্র বিশ্ববিদ্যালয়ের বিদ্যমান “শিক্ষকদের ব্যক্তিগত গবেষণা সংক্রান্ত নীতিমালাটি” (স্মারক নং-ঢাপ্রপ্রবি/২৮২৮, তারিখ : ২০/১২/২০১২ইং মোতাবেক) নিম্ন লিখিত ভাবে সংশোধন করা হইল।

Rules and Regulations for Sanctioning Fund for Research Project to be Conducted by the Teachers of Dhaka University of Engineering & Technology (DUET) Gazipur.

A research project to be conducted by the teacher(s) of DUET may be considered for financial grant by the Vice-Chancellor on the recommendation of the concerned committee (CASR) under the following rules and regulations.

1. The research grant will only be sanctioned to be research project conducted by the full time teacher(s) actively serving at the university.
2. The duration of the research work will normally be of one year and can be extended of maximum two years.
3. Project proposals are to be submitted to the office of the DRE through the head of the respective department for sanctioning fund.
4. The CASR will select the research proposals and will also monitor the progress for the selected projects. Expert member(s) can be co-opted by the CASR if required.
5. Project proposal of estimated cost up to take one lac will normally be considered for funding. In special cases, the fund may be a maximum of taka three (03) lac.
6. Generally, office furniture, equipment, computer etc. will not be allowed to purchase under the project.
7. Honorarium of Research Assistant/Associate should not generally exceed 50% of the total project cost. The honorarium should be disbursed directly by the project Director on monthly basis.
8. The Project Director is entitled to get an honorarium to the tune of one month's of his/her basic salary per annum.
9. All expenditures will be carried out and adjusted according to the existing financial rules of the university.
10. The fund will normally be provided to the Project Director in two installments. The first installment will be disbursed after the sanctioning the fund as an advance that includes the cost of raw materials, essential equipment, tools etc. The rest of the fund including honorarium of the Project Director will be drawn after the final report approved by the CASR.
11. After completion of the project, all non-consumable and consumable items left, which were purchased from the project fund, will be the property of the respective department.
12. A report on the project must be submitted to the office of the DRE through the respective Head of the Department within three months after the completion of the Project.
13. In case of the departure of the Project Director from the University, his/her nominated person approved by the CASR will act as Project Director.
14. In case of incompleteness of the project for reasons not acceptable to the CASR, the fund drawn by the Project Director will have to be returned to the University.

In case of any problem arises, Vice-Chancellor can take necessary steps for running the project.

  
17.10.16

(অধ্যাপক ড. মোহাম্মদ আসাদুজ্জামান চৌধুরী)

সিন্ডিকেট সচিব

ও

রেজিস্ট্রার (অঃ দাঃ)

ফোন : ৯২০৪৭০৩ (অফিস)