



Policy on **Professional Development Account (PDA)**

W.e.f. 1 April 2017

1. For development of professional activity, Institute gives Professional Development Account (PDA) to all its regular faculty members.
2. Every year institute adds Rs. 50k to PDA of faculty, until it hits Rs. 3 Lakhs.
3. An additional deposit (as given below) shall be made for **full length research papers** published, until PDA hits Rs 5 lakhs.
 - a. Rs 1L or 75K based on geography for **each A+ conference**
 - b. Rs 75K or 60K based on geography for **each A conference**
 - c. Rs 75K or 60K deposit respectively for **A+/A journals**
 - d. R&D Office maintains the list of A+/A/A-B journals and conferences and updates the same from time-to-time.
4. This amount can be used for professional development, just like FDA.
5. Amount can also be utilized for funding student travel, etc.
6. Self-approval is sufficient to claim this amount. However, for travel or purchases, existing rules and guidelines are applicable.
7. The R&D Office would process the PDA releases twice in a year, i.e., April and November.
8. Contact R&D Office for queries.

This has approval of the director.

Sd/-
Registrar