

KONGU ENGINEERING COLLEGE PERUNDURAI ERODE- 638060
(Autonomous)

Ref: KEC/PLN/TA-REVISION/25-26/2

December 1, 2025

Note

Sub: Kongu Engineering College – Faculty Quality Improvement Programme –
Monetary benefit – sanction requested – reg.

To encourage the Faculty to participate in academic activities like attending Seminars /
Conferences / workshops / Paper Presentations etc., we are providing monetary benefits as
given below.

Description	Existing	Recommended
a) STATE / NATIONAL LEVEL	i). 100% reimbursement if expenses is upto Rs. 2000/- and if the amount exceeds Rs. 2000/- a sum of Rs. 2000/- + 50% of the exceeding amount may be provided ii). 100% of expenses reimbursed when they are deputed by KEC	i). 100% reimbursement if registration fee is upto Rs. 3000/- and if the amount exceeds Rs. 3000/- a sum of Rs. 3000/- + 50% of the exceeding amount may be provided ii). 100% of expenses reimbursed when they are deputed by KEC
b) INTERNATIONAL LEVEL	Rs. 20,000/- as lump sum reimbursement	Rs. 30,000/- as lump sum reimbursement

Submitted for approval / Orders


1-12-25

PLANNING CELL
(Dr.P.N.PALANISAMY)


PRINCIPAL


CORRESPONDENT


SECRETARY 1/2





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Note on Local Conveyance


- 1) Staff eligible for using own car for local conveyance for official work are currently permitted to claim mileage at the rate of Rs 8.00 per km for all distances.

Considering the escalation in diesel / petrol price, the mileage allowance for own car usage may be revised to Rs 10.00 per km (for all distances) plus Toll charges.

- 2) Presently "Assistant Professors" are not eligible for using own car for local conveyance. Many times, we have to depute faculty members to industries and other institutions for discussions, consultancy work etc. Allowing them to travel in groups using their own cars will be cheaper than hiring rented vehicles. Also, when faculty members are travelling through Government grants, there is no financial commitment from management. Hence,

- i) Assistant Professors in groups (minimum 2 persons per group) may be allowed to use own car for local conveyance, with prior permission from Principal.
- ii) An Assistant Professor may be allowed to use own car for local conveyance for any work supported by "Grant" (claim from grant amount), with prior permission from Principal.

Submitted for approval / Orders


PLANNING CELL
(Dr.P.N.PALANISAMY)


PRINCIPAL


CORRESPONDENT


SECRETARY 2/2


76/11/24/25