

1. Introduction:

Research is a core element of the higher education and its promotion reflects both in the Vision & Mission statements of the University. Research not only fulfils the basis of the fundamental concept of the ‘University’ i.e. to contribute for the economic and social development of the region and nation but also has role in determining the status and the quality of the University.

The objectives of the Research Promotion Policy of the University for establishing thriving research culture and environment in the University as follows:

- 1.1 Establishment of the Research Facilities
- 1.2 Resource Mobilization for Research
- 1.3 Compliance of Research Ethics
- 1.4 Dissemination of Research Work
- 1.5 Innovation Ecosystem
- 1.6 Academic, Research & Industrial Collaboration
- 1.7 Outreach programs for Society & Industry
- 1.8 Faculty recruitment, appraisal & training
- 1.9 Incentives & Awards for Research Achievement

To achieve the above mentioned objectives, Dean/Director, Research along with the University Research Council shall be responsible through various policies and plans.

2. University Research Promotion Fund (URPF):

A University Research Promotion Fund (URPF) shall be created to promote research environment in the University. The general principle governing the allocation of all Research funding in the University is that it is an investment intended to maximize the range of research outcomes that the University expects to result from faculty members and students research work. The fund shall be utilized for various research promotional activities and research scholarship on the recommendations of University Research Council (URC).

3. Constitution of University Research Council:

The purpose of University Research Council shall be to enhance the long-term quality and quantity of research related activities by recognizing the key areas of research feasible with the available expertise in the University. The Council scope encompasses faculty research, sponsored research, collaborative research and student research.

- 3.1 The URC shall promote and support basic, innovative and applied research; inter-and multi-disciplinary research; as well as the production of scholarly and creative works. In compliance of the mission of the University, the Research Council shall also support the research specific to changing needs of the industry and society with interdisciplinary approach, and collaborations with the national and international centers of excellence.

- 3.2 The URC shall recognize the crucial importance of freedom of thought and expression in the pursuit of research excellence and the innovation of knowledge.
- 3.3 It shall serve as an advocate for observance to high standards of research ethics, integrity and conduct.
- 3.4 The broad objectives of the University Research Council are as follows:
- 3.4.1 To review and develop the University's Research Strategy, in accordance with the University Plan, for approval by Academic Council.
- 3.4.2 To advise University Executive Council on the allocation of resources to deliver the aims and objectives articulated with respect to the University's Strategic Plan.
- 3.4.3 To monitor internal and external developments & trends, and take account of them in developing strategy and policies.
- 3.4.4 To oversee the development of policies necessary for the responsible conduct of research.
- 3.4.5 To monitor the implementation of the strategy and to evaluate its impact.
- 3.4.6 To provide guidance to Ph.D. degree Program and ordinance related to it.
- 3.4.7 To make reports to Academic Council on its activities and plans.
- 3.4.8 To explore funding sources in India & abroad and create linkages as desirable.
- 3.4.9 Periodical Review the overall Research Profile of the University to identify the gaps areas and examine means of supporting research in deserving cases and emerging areas.
- 3.4.10 To grant academic approval to National and International Conferences to be organized by the Institute/Faculty of the University.
- 3.4.11 To grant the approval for the financial support to the faculty members of the University for attending the National/International Conferences/ Workshop/ Symposia as per the University policy.
- 3.4.12 To facilitate activities related to Intellectual Property Rights.

4. Composition of University Research Council (URC)

1.	Vice Chancellor	Chairman
2.	External Experts (Nominated by the Vice Chancellor)	02
3.	Dean of Research	Members
4.	Dean/s of Faculties	Members
5.	Director/s of the Institute	Members
6.	Heads of the Departments	Invitee Members
7.	Controller of Examination	Member
8.	Director Research	Member Secretary

5. Quorum and Meeting

- a) The minimum one third members are required for forming quorum.
- b) At least half of the committee members shall be present in case of voting.
- c) URC should meet at least twice in an academic year as well as whenever required.
- d) The minutes of all URC meetings shall be prepared by Member Secretary and put up to the next Academic Council by the Chairman for ratification.

6. Establishment of the Research Facilities:

The University shall establish Research Centre(s) on the recommendation of URC to raise the Research profile of the University. The focus strengths of the Research Centre shall be in areas where there is a concentration of Research excellence and to maximize external Research funding. Research Centre(s) help to built-up position and promote the University areas of Research excellence and the University Research reputation. They also serve as vehicles for engaging with other Research institutions and industry and facilitate interdisciplinary and multidisciplinary relationships.

7. Resource Mobilization for Research:

To promote and excel research in the University, the URC shall recommend the allocation of research fund under following categories:

- 7.1 “Seed Money” to Faculty member(s) for starting research work in the field of his/her specialization. The research work by faculty member(s) in such cases should lead to a project capable of getting funding from external funding agencies.
- 7.2 Establishing centralized research facilities.
- 7.3 To support faculty members/students for attending the Conference/Workshop.
- 7.4 Allocation of funds for Research Scholarship to Ph.D. students.
- 7.5 To conduct International/National Conferences/Workshops.

The Dean/Director, R&D shall conduct seminar/workshop for the faculty members and research students for awareness to get research funding from external agencies. All applications for any external Research funding shall be submitted through the R&D Office.

8. Compliance of Research Ethics:

University shall have Research Ethics Committee, which shall ensure the good research practices in the University. Research Ethics Policy of the University shall be developed by URC incorporating points such as:

Basic research ethics ensuring the academic honesty in the conduction and dissemination of the research work in the University by Faculty members and students.

Compliance with Legislation, Guidelines and Codes such as legislation for Copyright, Patents and other Intellectual Property, Human Rights, Animal Protection and Environmental Protection for research. In addition to legislation, the guidelines and codes issued by the governing agencies such as University Grants Commission (UGC), Indian

Council of Medical Research (ICMR) shall also be complied by the University for Research Activities.

Ethics for research involving Human Participation in research fields of Social Sciences, Law, Media Studies, Management and Medical should comply with the codes and practices issued by Government of India.

Ethics for research involving Animals in the experimentation on animals should comply with the codes and practices issued by Government of India.

Research projects that involve human or animal subjects, including those undertaken as part of a teaching programme, must be approved in advance by the competent committee/authority.

In order to curb the menace of plagiarism, the University shall develop a policy on plagiarism as per the guidelines issued by UGC (Promotion of academic integrity and prevention of plagiarism in higher education institutions) regulations–2017 issued on 1st September, 2017 and get it approved by the Academic Council for implementation in the University.

9. Dissemination of Research Work:

Sharing outcome of the research work at right platforms is of prime importance as it maximizes transparency, accountability and scrutiny of research findings. The publishing research papers in good research journals and presenting research work in conferences/seminars and symposium increases the impact and visibility of research. It also provides credit to the researcher as well as increases the research profile of the University.

- 9.1 The URC shall prepare the Intellectual Property Rights Policy of the University as per the IPR-law of Govt. of India and get it approved by Academic Council. Faculty members and PG research students are required to comply with the University's Intellectual Property Right Policy.
- 9.2 The faculty members shall be make aware about publishing in peer reviewed indexed journals in the list of UGC-CARE approved journals. If the faculty member/research student does not have research funding then the expenditure towards the publication in journal (UGC approved only) shall be supported by URPF on the recommendations of URC.
- 9.3 The faculty members shall be encouraged to present their research work in the conferences organized by the premium HEIs/Laboratories/Research Centers/Societies. If the faculty member/research student does not have research funding then the expenditure for presenting the research paper in conference shall be supported by URPF as per the University policy for Faculty Development Program on the recommendations of URC.

10. Innovation Ecosystem:

The innovative ecosystem in the University evolves by promoting and providing support to the Faculty members and students who come up with unique ideas which results in the business propositions.

The URC shall make a proposal for governance and function of University ‘Incubation Center’ to initiate & incubate innovative ideas and commercialize the resulting product. The University Incubation Center shall work with the mission of stimulating the establishment of technology & socio-economy based startup companies catering the growth of local industrial & agricultural products and providing solution to the socio-economic issues.

11. Academic, Research & Industrial Collaboration:

A collaboration policy considering the academic, research and industrial collaboration to share the knowledge, practices, experimental facilities for the purpose of the growth of the University to create new knowledge and human resource shall be developed by Dean/Director-Research & Development by the recommendation of URC.

12. Outreach programs for Society & Industry:

An ‘Extension Policy’ is required by the University for catering and serving in the local, regional, national and global societies and contributing positively to community life.

13. Faculty recruitment, appraisal & training:

13.1 Recruitment:

- a) In the faculty recruitment process, the Research related Academic Progress Index (API)/Research Score, defined by UGC shall be used by Faculty Recruitment Committee(s) in screening and appointment process of the Faculty members.
- b) At the time of appointment, the research interest of the recruited faculty member along with a short proposal of research work he/she want to pursue in the University shall be submitted to the office of Dean/Director-R&D through HR-Office.

13.2 Appraisal:

- a) Research is an integral part of the faculty member’s duty in University therefore, API/Research Score related to research work shall be considered for appraisal. The annual appraisal of the faculty members shall be based on total API/Research score attained by faculty member in the assessment year. To motivate the faculty members for research work, URC shall frame a policy for API/research score based performance dependent appraisal policy for faculty members.
- b) The teaching load of faculty members with good research related API/research score shall be relaxed so that they can devote more time for research.

13.3 Training:

- a) Faculty members shall be duly supported by URPF on recommendation of URC for attending the summer schools organized by UGC, DST and premium

organizations to enhance the research skills. Duty leave shall be provided to Faculty members as per the HR policy of the University.

- b) It is expected from the faculty members, after attending such workshop/summer school, to give a seminar or conduct a workshop for the faculty and students to transfer the knowledge and information gained in those workshops/summer schools.

14. Incentives & Awards for Research Achievement:

Incentive and awards are motivators. In order to promote research activities, the University shall reward the faculty members for their achievements in any field as mentioned below:

- 14.1 Research Publications in UGC approved Journals: A letter of appreciation along with a cash reward may be awarded to Faculty member publishing research paper from the university in UGC-CARE approved journal.
- 14.2 Research Project: Faculty member who submitted/granted research project for funding by external funding agencies may be issued a letter of appreciation.
- 14.3 Organizing Conference: If a faculty member succeeds in getting partial or full funding from government bodies/agency to organize conference/workshop, a letter of appreciation and an honorarium may be provided to the faculty member as fixed by the University authorities.
- 14.4 Consultancy: If a faculty member gets a research consultancy, a letter of appreciation may be issued to faculty member. The additional duty leaves and profit sharing shall be done as per the consultancy policy of the University.
- 14.5 Patent: If a patent is granted to a faculty member, a letter of appreciation along with a suitable cash reward as fixed by University authorities may be awarded to the faculty member.
- 14.6 Book Publication: A letter of appreciation along with a cash award as fixed by the University authorities separately for 'book chapter' and 'book' published by reputed publisher may be awarded to the faculty member.
- 14.7 Citation: The importance of research work reflects in the number of citations received by a research paper. A letter of appreciation along with a cash award fixed by University authorities on the basis of number of citations may be awarded to the faculty members.
- 14.8 Best Researcher Award: The University shall establish a "Best Researcher Award", at the University/Institute/Faculty/Department level and felicitate the faculty member(s) in every Academic Year for their research achievements in that academic year. The selection process shall be based on quantitative metrics and benchmark set by the University authorities. A cash reward as fixed by University authorities and a Certificate/Trophy may be awarded to the winner of this award.

A. Research Ethic Policy

1. General

The Research at the Mangalayatan University carried out according to the principles of integrity, academic excellence, accountability, inclusiveness and professionalism. All research must follow appropriate ethical, legal and professional frameworks, obligations and standards.

Research is basically and original investigation to acquire knowledge and understanding, it includes:

- 1.1 The invention and generation of ideas, images, performances, artifacts including design, leading to new or substantially improved insights; work of direct relevance to the needs of commerce, industry, and to the public and voluntary sectors; scholarship such as the creation, development and maintenance of the intellectual infrastructure of subjects and disciplines (e.g., dictionaries, catalogues and research databases); the use of existing knowledge and experimentation to develop new or substantially improved materials, devices, products and processes, including design and construction.
- 1.2 Additionally, the University provides guidelines for good practice in research data management and open access to research data as an integral part of high-quality research.
- 1.3 This policy applies to all employees, students and visiting researchers of the University, including persons holding honorary University appointments who conduct research within, or on behalf of, the University.
- 1.4 All members of the University are individually responsible for ensuring that their work is conducted in accordance with the University conditions of employment or study. Disregard with this policy may lead to the failure of assessed work, the suspension of study/research projects, and/or funding from research sponsors, or to the inability to publish.
- 1.5 Work conducted without the appropriate ethical approval (wherever required) or in deliberate contravention of the decisions of the Director Research would not be covered by the University's indemnity arrangements.

2. Misconduct

Research misconduct constitutes a serious deviation from the accepted practice in proposing, performing, and/or reviewing research and /or in reporting research results. It includes but is not limited to fabrication, falsification, plagiarism or/and deliberate interference in performing or/and reviewing research etc. Misconduct that occurs in the research setting but does not affect the integrity of the research record, such as misallocation or misuse of funds, sexual harassment and gender discrimination, however will not be covered in this document.

3. Definitions

- 3.1 Complainant means an individual who makes a complaint of research misconduct by furnishing a formal written complaint.
- 3.2 Preliminary Investigation, also known as Fact Finding Inquiry, is the process of Evaluating the veracity of the Complaint, and such preliminary inquiry will include the following steps:

- ✓ Study and analysis of the complaint.
 - ✓ Listing the facts that need to be verified and the documents in support thereof.
 - ✓ Listing the documents and the persons who can provide information on the matters.
 - ✓ Studying the information collected.
 - ✓ Preparing the Preliminary Investigation Report and submitting it to the Disciplinary Authority along with the documents and statements of witnesses.
- 3.3 Research: For the purposes of this Policy, it will mean and include basic, applied and demonstration research in all fields of knowledge.
- 3.4 Research Record: means the record of data or results that constitute the facts resulting scientific or other scholarly inquiry, including, research proposals, laboratory records, either physical or electronic, progress reports, abstracts, oral presentations, internal reports, journal articles and articles in conference proceedings.
- 3.5 Respondent: means a person including an Employee, Student or any third party against the complaint has made of Research Misconduct.
- 3.6 Student: means students of the university studying (part/full time) including research fellows and exchange students;

4. Compliance with Laws, Regulations and Policies

The Administrative procedures to be followed by the university pursuant to this Policy are, in subject to the requirements of law. The university will comply with all applicable state government laws, regulations and Policies as they apply to the topic of misconduct.

5. The Committee on Academic Integrity in Research (CAIR)

The Hon'ble Vice chancellor of the University shall constitute a special Committee on Academic Integrity in Research, (CAIR) for preliminary inquiring a complaint on receipt of direction of higher authority. The members of CAIR shall have a one year term subject to renewal by Authority and reconstitution at the end of every academic year. The safeguards in this policy shall be provided to the members of CAIR, as applicable.

Complaint

- 5.1 Any individual who comes across an act of research misconduct may submit complaint in writing to the Director Research. The Complaint will be forwarded to CAIR for preliminary investigation. A Complaint in the first instance could provide some details on the concerns raised by the Complainant including the names of the relevant parties, names of witnesses, if any, relevant dates, list of documents, locations, publications and the subject matter of the research misconduct in question.
- 5.2 On receipt of the complaint CAIR shall take all reasonable and practical steps to appropriately preserve, in a secure manner, all potentially relevant research records and evidence, taking custody of and overseeing the inventory of material and return all the documents along with the Preliminary Report to the Hon'ble Vice Chancellor for the further action.

6. Inquiry

An Inquiry into a complaint shall consist of following phases:

- 6.1 Preliminary Inquiry (conducted by CAIR): collection of preliminary information and fact finding to assess whether such Complaint has substance and if so, whether an inquiry is warranted. The preliminary inquiry should be conducted as expeditiously as possible and should normally be concluded within 15 days from the date of receipt of the complaint along with all details by CAIR.
- 6.2 Decision and Corrective Action: the formal procedure for reviewing and evaluating the Inquiry Report and taking next suitable steps including furnishing of the Report to the Respondent and reviewing the response of the Respondent and finally imposing penalty by the Hon'ble Vice Chancellor.

7. Safeguards in Dealing with Research Misconduct Guidelines

- 7.1 Inquiry should be fair, comprehensive and conducted expeditiously, without compromising accuracy, objectivity or thoroughness.
- 7.2 Confidentiality: To the extent possible, all written materials and information with respect to any proceedings shall be kept confidential.
- 7.3 Conflicts of Interest: A clash of personal interests with professional activities can lead to a potential conflict of interest. It is necessary to protect actual professional independence, objectivity and commitment and also to avoid an appearance of any conflict of interest. To promote transparency and enhance credibility, potential conflicts of interests must be disclosed in writing to appropriate authorities, so that a considered decision can be made on a case by case basis.
- 7.4 Handling Whistle blowers: It is important to protect the rights of whistle blowers during investigation and to ensure that their career prospects are not endangered.
- 7.5 Transparency: Allegations of misconduct should be handled in a consistent and transparent fashion.
- 7.6 Fairness to Respondent: Persons accused of research misconduct are given full details of the allegation(s) and allowed a fair process for responding to allegations and presenting evidence.
- 7.7 Taking Appropriate Action: Appropriate action should be taken against persons guilty of misconduct and such action must be proportionate to the severity of the violation.

8. Safeguards for the Complainant

In addition to any other safeguards provided for in this Policy, the following safeguards shall be provided to a Complainant. In all cases of complaint, the university shall ensure that:

- 8.1 The Complainant is treated fairly and reasonably.
- 8.2 All reasonable and practical efforts are made to protect the Complainant from potential or actual retaliation.
- 8.3 Diligent efforts are made to protect or restore the position and reputation of the Complainant.

However, in the event that the Inquiry Authority determines that a Complainant has made a Complaint for malicious reasons, or was otherwise not acting in good faith in making such

Allegation, the Committee may recommend that appropriate action be taken against such Complainant.

9. Safeguards for the Respondent

In addition to any other safeguards provided for in this Policy the following safeguards shall be provided to a Respondent

- 9.1 Respondent is assumed not to have committed Research Misconduct unless and until a finding of such has been made and should be protected from penalty and public knowledge until judged culpable.
- 9.2 The Respondent in turn shall cooperate with the administrative procedures described in this Policy including by providing information, research records and evidence to the university representatives when so requested.
- 9.3 The university shall not impede the ability of a Respondent to continue the work, and shall ensure that other corrective or adverse action not be taken, during the Investigation unless the Vice Chancellor determines that there are compelling reasons to suspend the Respondent's work or take such action during such period.
- 9.4 During a Preliminary Inquiry, the Respondent shall have the right to meet with CAIR and to respond to the Complaint orally and in writing.
- 9.5 The university shall take all reasonable efforts, if requested and as appropriate, to protect or restore the reputation of any Respondent against whom no finding of Research Misconduct is made.

10. Safeguards for Witnesses

The university shall ensure that:

- 10.1 All reasonable and practical efforts are made to protect Witnesses from potential or actual retaliation; and also maintain their confidentiality.
- 10.2 Diligent efforts are made to protect or restore the position and reputation of Witness.

11. Penalties

In so far as employees are concerned, penalties enumerated as per university rules. In addition, the Disciplinary Authority has liberty to impose the following penalties.

- 11.1 In Case Respondent is a Faculty Member (whether permanent, on tenure track, or on contract) the Disciplinary Authority may
 - a. Issue a written warning
 - b. Delay career advancement (promotion) for a specified time period,
 - c. Declare the Respondent ineligible for future university awards. (for a specified time period)
 - d. Inform agencies that have funded the Respondent's research work
 - e. Inform relevant National and International Academies
 - f. Strip the Respondent from all prior university awards and recognitions
 - g. Make the Respondent ineligible to receive any form of research funding from the university.
 - h. Prohibit the Respondent from taking any new PhD students.
 - i. Recommend against contract extension or tenure.
 - j. Terminate Employment
- 11.2 In Case Respondent is a Post-Doctoral Scholar, the Disciplinary Authority may

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- a. Issue a written warning
- b. Strip the Post-Doc fellowship / Awards
- c. Declare the Respondent ineligible to be considered for future awards
- d. Inform Agencies that Sponsor the Post-Doc
- e. Terminate Employment

11.3 In Case Respondent is a Student, the Disciplinary Authority may

- a. Issue a written warning
- b. Strip the student of all awards
- c. Declare the student ineligible for any awards
- d. Inform Agencies that sponsor the student
- e. Expel the student

12. Appeal

Any person aggrieved by the Report-cum-Findings and the consequent action taken by the Disciplinary Authority may file an Appeal to the Hon'ble Vice Chancellor as per universities Regulations.

B. Research Innovation and Incentive Policy

1. General

To encourage the faculty members towards the quality research publications, the University shall provide financial incentives as per the following scheme:

S.N.	Database/level of journals for publication
1	Publication in journals indexed in UGC CARE list, Indian Citation Index
2	Publication in journals indexed in Scopus, Pub Med, Web of Science
3	Book by National publisher with ISBN
4	Book by International publisher with ISBN
5	Chapter in a book of National publisher with ISBN
6	Chapter in a book of International publisher with ISBN
7	Full Paper publication in conference proceedings with ISBN numbers
8	Patent /copyright and other IP protection/publication
9	Patent /copyright and other IP protection/granted
10	Workshop/ conference/ seminar attended/presented paper (oral or poster)

- 1.1 The faculty has to properly acknowledge the name of Department and University in the research paper and a copy of the research paper shall have to be submitted in the University.
- 1.2 The total amount fixed for financial assistance and funding per annum in above listed activities and other research activities has been decided by the University Research Council which can be reviewed from time to time.
- 1.3 If the paper is contributed by more than one author, then the incentive shall be shared equally amongst all the authors.
- 1.4 It is expected to avoid publications in predatory journals. Faculty should be cautious about such journals before submitting their work for publishing.
- 1.5 There shall be a committee to give recommendations for the sanction of the incentive to the faculty for research publications as above.
- 1.6 The constitution of the committee shall be decided by the Hon'ble Vice Chancellor. The meetings of the Committee shall be held at least twice in a year preferably during the months of August and February. All such proposals should reach to the Chairman of the Committee at least 15 days in advance according to the schedule of meeting.

Promotion for Intellectual Property (IP) from Research outcome like patents/Start-ups/Industrial Designs/Copyrights:

Description of Terms:

2. Author: An author is as defined under Section 2(d) of the Copyright Act, 1957*.

*Section 2(d) defines author, it says "Author" means –

- (1) In relation to a literary or dramatic work, the author of the work;
- (2) In relation to a music work, the composer;
- (3) In relation to artistic work other than a photograph, the artist;
- (4) In relation to photograph, the person taking the photograph, the artist;
- (5) In relation to a cinematograph film or sound recording, the producer; and
- (6) In relation to any literary, dramatic, musical or artistic work which is computer-generated, the person who causes the work to be created.

3. **Creator:** means the researcher who contributed to the creation of the Intellectual Property (IP) (Patent copyrights, designs, etc.).
4. **Collaborative Activity:** The research undertaken by the personnel in the Mangalayatan University, Aligarh, in cooperation with industry and/or another researcher(s), who are not from the Mangalayatan University, Aligarh.
5. **External Partners:** includes Government of India, State Government(s), Local Self-Governments, Government Departments, Foreign Governments, International Organizations, Public Sector Undertakings (PSUs), all types of Private Sector Organizations, Multinational Corporations, Non-Governmental Organizations, and/or other institutions that provide research projects or consultancy assignments to researchers on regular or irregular basis; or any combination(s) of the above.
6. **Intellectual Property Rights:** means ownership and associated rights relating to aforementioned Intellectual Property.
7. **The IPRs recognized in India are broadly listed below:**
8. **Patent:** As defined under Section 2(m) of the Patents Act, 1970.
9. **Copyright:** Copyright is a right given to creators of literary, dramatic, musical and artistic works and producers of cinematograph films and sound recordings under the Copyright Act, 1957.
10. **Inventor:** means the researcher who contributed to the creation of the Intellectual Property.
11. **Research Ownership:** Rights over IP generated in the University may vary as per source of funding and the research through which IP was generated. Some of the important contexts in which they produce IP are:
 - 11.1 Research undertaken by a researcher in the normal course of his/her engagement with the University, utilizing resources of the University. This includes use of space, facilities, materials, other resources of the University, specific monetary support for research through grants or fellowships, funds for procuring books/ equipment or materials for specific research projects and creation/ modification of infrastructure like labs for the specific needs of research.
 - 11.2 Research undertaken by a researcher in collaboration with an external partner. The support from external partners includes specific monetary support given for research through grants or fellowships
12. **Researcher:** means;
 - 12.1 persons employed by the University, including student employees and technical staff;
 - 12.2 students, includes undergraduate, postgraduate, doctoral and post-doctoral students of the University;
 - 12.3 who use the resources of the University and who perform any research task at the University or otherwise participate in any research project(s) administered by the University, including those funded by external sponsors.
13. **Research Agreement:** Refers to Research Service Agreement, Cooperative Research and Development Agreement, Material Transfer Agreement, Confidentiality Agreement, Consultancy Agreement and any other type of agreement concerning research pursued by researchers and IP created at the University.

14. **Royalty:** It is the payment made to an inventor/author or an institution for legal use of a patented invention or any intellectual property when licensed.

15. **Sufficient Disclosure:** It means providing a detailed description of features essential for carrying out the invention.

Patents/Industrial Designs:

15.1 All inventions made by the students/researcher and faculty members developed by utilizing the resources of the University, shall ordinarily be vested with the University.

15.2 If the University determines that an invention was made by individual (s) on his/her own time and unrelated to his/he responsibilities towards the University and was conceived or reduced to practice without the use of resources of the University, then the invention shall vest with the individual (s)/inventor.

16. Copy Rights:

The ownership rights in scholarly and academic works generated utilizing resources of the University, including books, articles, student projects/dissertations/ theses, lecture notes, audio or visual aids for giving lectures shall ordinarily be vested with the author(s).

17. IP generated in collaboration with the External partners:

17.1 With regard to research conducted in collaboration with external partners, ownership of IP shall be determined as per the terms and conditions in the agreement signed between the concerned parties. However, the University shall normally retain perpetual, royalty free license to use the IP for research and educational purposes.

17.2 In the absence of a specific agreement between the University and the external partner, who is providing support for research, the IP rights shall be shared amongst the concerned parties, similar to the royalty proportion set out under “Licensing and Revenue Sharing” section in these model guidelines.

18. Commercialization and Benefit Sharing:

Types of Licensing and assignment:

Licensing and assignment of IPRs to a third party are the most common modes of IP transfer that can lead towards commercialization of IP. While both licensing and assignment involves giving certain rights to another party, the key difference is that assignment involves transfer of ownership, while licensing is limited to permitting certain uses.

In general, it is recommended that the University should try to use the mechanism of licensing, so that ownership rights on the IP may be retained without hindering the prospects of commercialization.

C. Research Consultancy Project Policy

The policy on Consultancy Projects is framed to maintain the rules and regulations governing the activities pertaining to all Consultancy Projects undertaken by the faculty members of the University solely or in collaboration with other individual groups or organizations.

1. Definitions/Terms:

- 1.1 **Consultancy:** It refers to work or service, other than in company training programme or MDP undertaken by the Institute/Department/Faculty of the University at the instance of any outside agency (within India and abroad) which results in net income to the University where-in the faculty members/staff/research staff provide knowledge and intellectual inputs to an outside agency, primarily for their purpose.
- 1.2 **Principal Investigator (PI):** means a primary individual responsible for the preparation, conduct, and administration of a Consultancy/research grant, cooperative agreement, training or public service project, contract, or other sponsored project in compliance as per regulations and University policy.
- 1.3 **University** means “Mangalayatan University, Aligarh”.
- 1.4 **Scope/Applicability of Policy:**
 - 14.1 The rules and regulations in this policy document shall apply to all Consultancy projects undertaken by the University solely or in collaboration with other individuals, groups or organizations.
 - 14.2 These rules and regulations shall become effective from the date of issue of this policy and shall remain operative until further amendment by the Authority.

2. Guidelines:

The University has expertise in various areas to provide knowledge and intellectual inputs which are of interest to the industry and other organizations of repute. Following guidelines will be used for engaging in any consultancy assignment:

- 2.1 A consultancy project/task/work is one where faculty and research staff provide knowledge and intellectual inputs to industry or other organizations (within India and abroad), primarily for their purposes.
- 2.2 All payments for consultancy work must come in the name of “Mangalayatan University Aligarh” payable into the University account for the purpose. The University will then do the needful as per guidelines/Policy.
- 2.3 Finance officer of the Mangalayatan University and PI jointly will handle the project account and spend funds as required. Share of the University should also be transferred.
- 2.4 The budget for the proposal should reflect project consultancy fee and GST on total amount as given in the table given below:

Budget for Consulting Projects		
Consulting fee	A	
GST – as per government rule	B	
Total Consultancy fee	C=A+B	
Cost		
Consulting fee to be paid to other investigators (if any)	D	
Equipment	E	
Supplies and any contingent expenses	F	
Manpower (students, external experts)	G	
Travel etc.	H	
Total Cost		I= D+E+F+G+H
Total Consultancy charges		J=C+I

- 2.5 All consultancy proposals must be sent under signature of the PI to Registrar for endorsement and final approval by Hon'ble Vice Chancellor.
- 2.6 Payment to be made to Mangalayatan University, Aligarh as per agreed upon 100% advance payment should be made if project is in one phase. If project is broken into phases, then 50% advance payment should be made before beginning of each phase. The expenditure and disbursements will be made through normal University procedures.
- 2.7 The project expenditure for equipment and consumables will be maintained in a separate stock register by PI.
3. **IPR issue:** All IPR related issues are agreed between the PI and the funding agency and should be cleared before signing agreement. Preferably, the IPR will be jointly shared by the Mangalayatan University, Aligarh and the organization in agreement.
 - 3.1 When agreement is cleared from all angles and acceptable to both the parties, it will be signed by the PI and Registrar of the Mangalayatan University and authorities from organization. A copy of the duly signed agreement will be sent to the other party and a copy retained in the office of Registrar and Finance Officer.
4. **Project responsibility:** The projects will be headed by Principal Investigator (PI), and may have Co- Principal Investigators (co-PIs) and the deliverables are the responsibility of the PIs. The University provides necessary support to the PI.
 - 4.1 The statement of expenditure and utilization certificate will be prepared at every financial year end by the competent designated authority, if required.
 - 4.2 After completion of the project, final completion report should be submitted to the funding agency with a copy to the office of Registrar and Finance Officer.
 - 4.3 The project file will be closed with the submission of the final technical and financial project closer report and transfer of the non-consumables and consumables to the University Authorities.
 - 4.4 The time spent on consultancy and related assignments shall be limited to the equivalent of 52 working days in a year, preferably at the rate of one

- working day per week. In addition, Consultants may be permitted to utilize, an average one non-working day per week.
- 4.5 Consultancy assignments may be taken up and implemented, within the constraints indicated above, provided they do not have any adverse impact on the ongoing academic, research and related activities. Further, such assignments need to be carefully scheduled in the light of ongoing commitments. If required, a clear indication of the earliest date on which the assignment can commence may be clearly spelt out in the proposal form.
 - 4.6 The services of employees of the University may be utilized for the execution of the consultancy projects provided it does not affect their primary functions and responsibilities to the University. Such work by employees may be compensated by suitable honoraria and must be a part of budget.
 - 4.7 Students who are willing to work on consultancy projects may be permitted as per University norms provided it does not affect their academic commitments and performance. Such work by students may be compensated by suitable honoraria and must be a part of budget.
 - 4.8 Travel out of the campus on account of consultancy activities should be undertaken with information to the Head of the Department and HR department.
 - 4.9 Outstation travel for Consultancy Assignments may be undertaken normally with the prior approval of the Head of the Department or Hon'ble Vice chancellor in emergencies, prior intimation and subsequent sanction could be considered acceptable.
 - 4.10 Faculty members should not use the name of the Mangalayatan University, Aligarh or its logo for consulting work, consulting reports, etc. except to identify the association of the consultant with Mangalayatan University, Aligarh.
5. **Involving Foreign Collaborators:** The proposals involving foreign collaborators must have funding support given to each partner in accordance with the National Laws, Rules, Regulations and procedures in effect.
 6. **Publications of Results:** Investigators wish to publish technical/ scientific papers based on the research work done under the project, should adhere to the guidelines of sponsoring agency and acknowledge the assistance received from sponsoring agency in the publications. If the results are to be legally protected, the results should not be published without action being taken to secure legal protection for the results.
 7. **External Consultants in Consultancy Projects:** The services of external consultants may be utilized to a limited extent in order to provide comprehensive services to clients. Such external candidates will be entitled to a lump sum honorarium/ fees. The honoraria payable to external consultants should not exceed 25% of the total consultancy fee specified in the Consultancy Projects Proposal.
 8. **Conflict of Interest:** Consultants shall disclose to the Hon'ble Vice- Chancellor of the Mangalayatan University, Aligarh and Development in writing, the existence of...
 - 8.1 any relationship between him/her and the client funding the consultancy project or any vendor to whom payments are made from the project funds, in the form of involvement of any immediate relatives

- 8.2 any scope for potential disproportionate self-gain will review and decide appropriately to ensure that no actual conflict of interest exists and an involvement of the consultant does not adversely affect the consultant's objectivity, integrity, or commitment to the University and to the profession.
9. **Exceptions:** Items like Book royalty and honorarium for Expert Committee meetings, invited lectures, PhD viva/evaluation, invited training programmers', organization of conferences/workshops are not covered under consultancy.
10. **Licensing Agreements & Revenue Sharing:**
- 10.1 The University is free to enter into revenue sharing agreement(s) with the researcher(s), in case of commercialization of innovation(s), creation(s), etc., as per the advice of the University Research Council.
- 10.2 The details of revenue sharing may be decided, based on the type of IP and the nature of commercialization. A suggestive arrangement is given as per the university norms (60:40 ratio of revenue sharing: 60% of the royalty/technology transfer amount with the researcher and 40% with the University.)
- 10.3 In case the IP filing costs were not borne by the University, the researcher may be allowed to first deduct the costs incurred for filing of applications and maintenance of such IP, from the income accruing from the commercialization of the IP. Only the income beyond such costs needs to be shared with the University.
- 10.4 If more than one researcher is involved in the generation of IP, all the researchers who qualify for benefit sharing in that IP may sign, at the time of filing the application (for example, at the time of filing of patent application). An agreement outlining the proposed distribution of any IP-related earnings based on their contribution. The agreement should specify the proportional percentage of distribution of earnings from IP to each of the researchers.

11. Encouraging Entrepreneurship and Start-ups:

To promote and encourage entrepreneurial activities by its staff, the University may reassign, under an agreement, its ownership of an intellectual property to the inventor(s) or creator(s) of the property, who opt to market, protect and license it on their own with minimal involvement of the University. The fees to be paid to the University by the assignee consist of all patenting and licensing expenses and appropriate amount of royalties, equity or other value received by the inventor(s) or creator(s).

D. Intellectual Property Right Policy

1. General

The major objective/goal of the University is to encourage innovation and creativity by recognizing and rewarding each faculty and student.

The University has a dedicated IPR cell..

- 1.1 To create awareness about IPR and related procedures for the faculty and research students.
- 1.2 To facilitate all the stakeholders for preparing the standard documents to file, register for patents, copyright and other IPR protection.
- 1.3 To inspire creativity and innovations among faculty members and students.

2. Objectives:

The principal objectives of the University's IPR Policy are:

- 2.1 To encourage innovative research leading to the generation of new knowledge, ideas and inventions.
- 2.2 To facilitate the transfer of University-developed research outcomes to industry and society.
- 2.3 To provide guidance to faculty members, researchers and students about IPR protection and management procedures (National and International).
- 2.4 Lay down a transparent system for the ownership control, assignment of intellectual properties and sharing of the revenues generated by the University.

3. Definitions:

4. **Creator:** means the researcher who contributed to the creation of the Intellectual Property (IP) (Patent copyrights, designs, etc.).
5. **Collaborative Activity:** is the research undertaken by the personnel in Mangalayatan University, in collaboration with industry or another researcher(s), who are not from the Mangalayatan University.
6. **External Partners:** includes Government of India, State Government(s), Local Self-Governments, Government Departments, Foreign Governments, International Organizations, Public Sector Undertakings (PSUs), all types of Private Sector Organizations, Multinational Corporations, Non-Governmental Organizations, and/or other institutions that provide research projects or consultancy assignments to researchers on regular or irregular basis; or any combination(s) of the above.
7. **Intellectual Property Rights:** means ownership and associated rights related to aforementioned Intellectual Property, either registered or unregistered including applications or rights to apply for them together with all extensions and renewals of them, all rights or forms of protection having equivalent or similar effect anywhere in the world.
8. **The IPRs recognized in India are broadly listed below:**
 - 8.1 **Patent:** As defined by the Patents Act, 1970.
 - 8.2 **Copyright:** Copyright is a right given to creators of literary, dramatic, musical and artistic works and producers of cinematograph films and sound recordings are defined under the Copyright Act, 1957.
 - 8.3 **Inventor:** means the researcher who contributed to the creation of the Intellectual Property.

- 8.4 **Research Ownership:** Rights over IP generated in the University may vary as per source of funding, through which IP was generated. Hence, it is important to understand the different contexts in which IP may be generated within the University. Some of the important contexts in which they produce IP are:
- 8.5 Research undertaken by a researcher in the normal course of his/her engagement/appointment with the University, utilizing resources of the University. This includes use of space, facilities, materials, or other resources of the University, specific monetary support for research through grants or fellowships, funds for procuring books/ equipment or materials for specific research projects, and creation/ modification of infrastructure like labs for the specific needs of research.
- 8.6 Research undertaken by a researcher in collaboration with an external partner. This support from external partners includes specific monetary support given for research through grants or fellowships.
- 8.7 **Research Agreement:** Refers to Research Service Agreement, Cooperative Research and Development Agreement, Material Transfer Agreement, Confidentiality Agreement, Consultancy Agreement pursued by researchers and/or IP created at the University.
- 8.8 **Royalty:** It is the payment made to an inventor/author or an institution for legal use of a patented invention or any intellectual property when licensed.
- 8.9 **Sufficient Disclosure:** It means providing a detailed description of features essential for carrying out the invention into practice to a person skilled in the art.
- 8.10 **IPR Committee:** The committee constituted by the Vice Chancellor from time to time to evaluate and make recommendations regarding IP related issues.
- 9. Scope of the Policy**
- 9.1 IPR cell shall facilitate and help faculty members, researchers and students of the Mangalayatan University in identification, protection and management of intellectual property, patent, copyrights, Designs, and other creative & artistic works.
- 9.2 The faculty members desirous of filing a patent or any other IPR application would be given the necessary advice and guidance by the IPR cell.
- 9.3 An internal approval form (available at IPR cell) filled by the Principal Investigator (PI) wherein the names of the Inventors/Authors shall be mentioned, is to be signed by the Inventor and forwarded by the HoD for approval of the Chairman IPR Cell Committee.
- 9.4 Invention disclosure description (in invention disclosure format) is to be forwarded along with the duly signed approval form to the IPR cell for further action.
- 9.5 Invention disclosure documents are to be treated as confidential and would be maintained confidentially by the signing of a Non-Disclosure Agreement by the IPR cell.
- 9.6 All the expenses for filing patents and other IP will be paid by the University.
- 9.7 The IPR Cell shall correspond with the authority/agency and the inventors on IP matters.

- 9.8 The inventors would be required to cooperate with the IPR cell to expedite the furnishing of information for timely actions since delay would mean payment of extra fee to the patent office.
- 9.9 Any work sought to be filed by a faculty member or student(s) arising out of R&D work done at the University will be filed in joint names as inventors while University shall be the applicant and owner of Intellectual Property (IP).
- 9.10 The IPR Cell and inventors in collaboration with Research Advisory Committee shall work together for commercialization of the newly created knowledge.

10. Revenue sharing:

- 10.1 The net earnings from the commercialization of IP owned by the Mangalayatan University would be shared as follows:

S.N.	Net Earnings	Inventor(s) Share	Mangalayatan University Share
1	For the first amount 'X'	60%	40%
2	For the next amount X	50%	50%
3	For amounts more than X	40%	60%

- 10.2 The amount 'X' be initially fixed at Rs. 10 lakhs. The creator(s) share would be declared annually and disbursement will be made to the inventors & creator(s), their legal heir, whether or not the creators are associated with Mangalayatan University at the time of disbursement.

11. Infringements, Damages, Liability and Indemnity Insurance:

As a matter of policy, Mangalayatan University shall, in any contract between the licensee and Mangalayatan University, seek indemnity from any legal proceedings, including, without limitation manufacturing defects, production problems, design guarantee, up-gradation and debugging obligation. Mangalayatan University shall also ensure that University personnel have an indemnity clause built-into the agreements with licensee(s) while transferring technology or copyrighted material to licensees. Mangalayatan University shall retain the right to engage or not in any litigation concerning patents and license infringements.

12. Conflict of Interest:

13. The inventor(s) of Mangalayatan University are required to disclose any conflict of interest or potential conflict of interest. If the inventor(s) and/or their immediate family have a stake in a licensee or potential licensee company then they are required to disclose the stake they and/or their immediate family have in the company.
14. A license or an assignment of rights of a patent to a company in which the inventors have a stake shall be subject to the approval of the Vice Chancellor taking into consideration this fact.

15. Dispute Resolution:

In case of any disputes between the University and the inventors regarding the implementation of the IP policy, the aggrieved party may appeal to the Vice-Chancellor of the University. Efforts shall be made to address the concerns of the aggrieved party. The Vice-Chancellor's decision in this regard would be final and binding.

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16. Jurisdiction:

- 16.1 As a policy, all agreements to be signed by the Mangalayatan University will have the jurisdiction of the courts in Aligarh U.P and shall be governed by appropriate laws in India.
- 16.2 These guidelines do not constitute legal advice. In case of any legal problem, an intellectual property lawyer may be consulted.

E. Prevention of Plagiarism Policy

1. Introduction:

The academic culture and integrity at the Mangalayatan University Aligarh is one of its core values and expects all the members of the teaching and student fraternity to uphold these values of honesty and trust in their programme. At the Mangalayatan University students are encouraged to submit their original work through expressing their own thoughts and ideas on the area of study. The kinds of academic multifunction, academic offence are completely unacceptable.

2. Objectives:

- 2.1 To create awareness about code and conduct of research, thesis, dissertation, promotion of academic integrity and prevention of misconduct including plagiarism in academic writing among student, faculty, researcher and staff.
- 2.2 To establish an institutional mechanism to facilitate responsible conduct of research, thesis, dissertation, promotion of academic integrity and deterrence from plagiarism.
- 2.3 To develop a systems for the detection and prevention of plagiarism.

3. Duties:

The Mangalayatan University has established a mechanism to enhance awareness about code and conduct of research and academic integrity to prevent plagiarism.

4. Awareness Programs and Trainings:

- 4.1 Mangalayatan University instructs the students, faculty and researcher about proper follow up of academic integrity.
- 4.2 University shall conduct seminars/ awareness programs in every semester on promotion of academic integrity and ethics in education and research for the students, faculty, researcher and staffs.
- 4.3 Mangalayatan University shall:
 - i. Include the cardinal principles of academic research integrity in the curricula and train, faculty, research scholar and staff for using plagiarism detection and reference management tools.
 - ii. Establish facility equipped with modern technologies for detection of plagiarism.

5. Curbing Plagiarism:

Mangalayatan University shall implement the technology based procedure using appropriate software to ensure that thesis / dissertation are free from the plagiarism at the time of their submission. The procedure shall be made accessible to all who engaged in research work. Every student submitting a thesis, dissertation or any other documents to the university shall submit an undertaking indicating that the document is his/her original work and free of plagiarism as duly checked through a Plagiarism detection tool approved by the university as per policy. The supervisor shall submit a certificate indicating that the work done by the research scholar under him is free of plagiarism. The Scholar shall submit soft copy of thesis to university within a month for hosting in the digital repository under the “Shodhganga e-repository”. The Mangalayatan University shall create Institutional Repository on institute website.

6. **Similarity checks for exclusion from Plagiarism:** -The similarity checks for plagiarism shall exclude the following:
 - 6.1 The quoted work reproduced with all necessary permission and/or attribution.
 - 6.2 References, bibliography, table of content, preface and acknowledgements.
 - 6.3 The generic terms, laws, standard symbols and standards equations
7. **Levels of Plagiarism:** - The level of Plagiarism would be quantified as per University policy and permissible similarly up to the level of 10%.
8. **Detection/Reporting/Handling of Plagiarism:**
 - 8.1 If any member of the academic community suspects with appropriate proof that a case of plagiarism has happened in any document, he or she shall report to the research & development cell of the university. Upon receipt of such a complaint or allegation the director research shall investigate the matter with the committee and submits the report/recommendation to the Hon'ble Vice chancellor for the further necessary action.
 - 8.2 The committee shall follow the principles of natural justice while deciding about the allegation of plagiarism.
 - 8.3 The Committee shall have the power to assess the level of plagiarism accordingly.
9. **Penalties:** - In cases of plagiarism detection shall be imposed on research scholar and faculty of the university only after academic misconduct on the part of the individual has been established without doubt. When all avenues have been exhausted and individual in question has been provided enough opportunity to defend him or her in a fair or transparent manner.
10. **Penalties in case of plagiarism in submission of Thesis and Dissertations:** -

Director Research shall impose penalty considering the severity of the Plagiarism.

 - 10.1 Level 0: Similarities up to 10% - Minor Similarities, no penalty.
 - 10.2 Level 1: Similarities above 10% to 40% - Such scholar shall be asked to submit a revised script within a stipulated time not exceeding 6 months.
 - 10.3 Level 2: Similarities above 40% to 60% - Such student shall be debarred from submitting a revised script for a period of one year.
 - 10.4 Level 3: Similarities above 60% -Such student registration for that programme shall be cancelled.
 - 10.5 In case of plagiarism in Research Publications - Similarities above 10% shall be asked to withdraw manuscript and rewrite the manuscript with proper no plagiarism tools. The University created a procedure to ensure that each of the paper publication/thesis/dissertation of the University is checked for plagiarism at the time of submission. If there is any complaint of plagiarism against the Head of the Department/Other Authorities/ Officers of the University, a suitable action shall be recommended by the Hon'ble Vice-chancellor of the University.

11. Plagiarism Detection

Though, the students/faculty & Staff Members/Researchers are not expected to cheat, but to protect academic research reputation and credibility of the University, all the submissions will be run through UGC/Mangalayatan University recognized plagiarism checker software by the Librarian/designated staff and the reports will be shared with the Faculty/Head of Department/Course Instructors along with the director research.

12. Appeals against Allegations of Academic Misconduct/ Plagiarism:- Appeals to the Hon'ble Vice-chancellor arising from a finding of academic misconduct/ Plagiarism must be based on the following grounds:

- 12.1 A procedural irregularity (which may include that the student/faculty/staff/researcher has not received a fair hearing in all the circumstances).
- 12.2 The decision was manifestly wrong.

13. The following prescribed formats will be used:

- 13.1 Supervisor's certificate for exclusion of self-published work.
- 13.2 Plagiarism verification report.
- 13.3 Thesis research work exclusion report submitted by Supervisor.
- 13.4 Revised plagiarism verification report. In case of further clarification, if any, the Research Office/Library may be consulted

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Date

Supervisor's Certificate for Exclusion of Self-Published work

The content of the chapters.....have been published in

- 1.
- 2.
- 3.
- 4.

This published work has been included in the dissertation/thesis and has not been submitted for any degree to any University/Institute.

Signature of Student

Signature of Supervisor



Date:.....

Plagiarism Verification Report

Title

.....of the Master of Philosophy

Dissertation / Doctor of philosophy Thesis total Pages Research
Scholar..... Supervisor

SubjectDepartment

Faculty/Institute.....

This is to report that the above dissertation/thesis was scanned for similarity detection. Process and
outcome are given below: Software used..... Date..... Similarity
Index..... The complete report of the above dissertation/thesis has been forwarded to the
Supervisor for any other admissible exclusion as per UGC norms.

Checked by

Name & Signature

Librarian



Date:.....

Exclusion Report

Title.....

.....

Thesis submitted for the degree of Master or Philosophy /Doctor of Philosophy

Research Scholar.....

Supervisor.....

Subject

Department

Faculty/Institute

In view of UGC Regulation 2018 on Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions, the following exclusions are recommended:

Generic terms, laws, standard symbols and standard equations, common knowledge or coincidental terms, up to fourteen (14) consecutive words In view of this and on the basis of Plagiarism Verification Report dated the below mentioned similarities may kindly be excluded from the report as they fall under one or more of the above mentioned allowed exclusion. (Attach additional sheets if required)

- 1.
- 2.
- 3.
- 4.
- 5.

After incorporating the above exclusions, a revised Plagiarism Verification Report may kindly be issued.

Signature of Student

Supervisor Signature



Date:.....

Revised Plagiarism Verification Report

On the basis of recommendations of Supervisor in terms of UGC Regulation 2022 on Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions, on the Plagiarism Verification Report dated (copy enclosed), the revised plagiarism verification is done manually excluding the recommended similarities.

Title
.....of the Master
of Philosophy Dissertation/Doctor of Philosophy thesis Total Pages.....

Research Scholar.....

Supervisor.....

Department.....

Faculty/Institute.....

This is to report that the above dissertation/thesis was scanned for similarity detection. Process and outcome are given below:

Software used.....Date.....

Similarity Index.....

Checked by

Name & Signature

Librarian

The previous report of the above dissertation/thesis has been reviewed by the undersigned and exclusions were suggested. The revised report takes into account these exclusions. The dissertation/thesis may be considered for award of degree.

Supervisor