



भारतीय राष्ट्रीय अभियांत्रिकी अकादमी Indian National Academy of Engineering

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लेफ्टिनेंट कर्नल शोभित राय (सेवानिवृत्त)/ Lt Col Shobhit Rai (Retd)

बी.टेक (मकै.), एम.टेक (बायो मैडि.)

B.Tech (Mech), M.Tech (Bio Med)

उप-कार्यकारी निदेशक/Deputy Executive Director

Ref INAE/201/DVP

March 9, 2021

Sub: AICTE-INAE Distinguished Visiting Professorship Scheme

Dear Dr. Debabrata Das,

We are happy to inform you that you have been selected as INAE Distinguished Visiting Professor, under the subject scheme, for a period of one year starting from July 1, 2021 to June 30, 2022 which is extendable up to 5 years based on your contributions as Industry Expert. You will be associated with **Heritage Institute of Technology, Anandpur, Kolkata, and SRM Institute of Science and Technology, Kancheepuram**. Brief details of the scheme can be viewed at INAE website www.inae.in under the heading AICTE-INAE DVP Scheme.

You may contact the concerned engineering institution(s) as early as possible to plan a suitable academic programme involving lectures /projects/ laboratory development/ new technologies/ development of new programmes. You may use the title 'Professor' during your tenure as an INAE Distinguished Visiting Professor (DVP). The DVP is expected to ensure up to 2 visits each semester not exceeding 3 days (consecutive days), in a visit to the affiliated engineering colleges/institutions.

The classes under the subject scheme can be conducted as per the following modules:

MODULE-1: Delivery of online sessions (Revised Module under COVID-19)

The Distinguished Visiting Professor will be conducting online interactive sessions without visiting the campus based on mutually decided timings. There will be up to **two** such interactive sessions in a semester and each session may be expanded over **maximum three days** (preferably three consecutive days).

For on-line sessions of DVP Programs, the Experts will be paid only Honorariums (no Travel Expense Reimbursement) of Rs.10,000.00 per lecture day without travelling/lodging expenses based on mutually decided timings between concerned DVPs in association with the concerned Institutes.

For processing the claims under Module-I, Annexure -I (Visit-cum-Feedback Report both Part-I and Part-II) and Annexure-II (Claim Form for Honorarium) will be required to be sent to INAE office.

OR

MODULE-2: Existing Procedure for Operation of scheme

The Distinguished Visiting Professor will visit the Institution(s) up to TWO times in a semester for a maximum of 3 (i.e. three consecutive) Days per visit and will be reimbursed air-fare in "Y-Class" or actual fares if performed by Rail or approved INAE rate if travel is performed by Road. The DVP is entitled to an honorarium of Rs.10,000.00 per lecture day.

For processing of the claims under Module-2, Annexure-I (Visit-cum-Feedback Report both Part-I and Part-II) and Annexure-II (Claim Form for Honorarium and Claim Form for Reimbursing Travel Expenses) will be required to be sent to INAE.

We do not propose any further regulations and restrictions and leave it to the DVP and the institutions to operationalize the scheme. The host institution is expected to provide administrative facilities. It will also provide local hospitality including free guest house accommodation and/or any suitable place in a nearby guest house. The travel cost and honorarium to the Distinguished Visiting Professor will be reimbursed directly by INAE.

The Academy, where desired, will reimburse the travelling expenses by air/rail fare on actuals. In order to exercise economy in expenditure, you are requested to utilize discounted/concessional economy class fare facility offered by various airlines. As such, the date of the visit must be planned well in advance in consultation with the concerned engineering institution/ college.

You are required to fill Part I and also get Part II of the Visit-cum-Feedback Report format (enclosed at Annexure I) filled in by the HOD/ Programme Coordinator, during your visit to the concerned engineering institution and forward the hard copies to INAE Office, along with the Bill for TA and honorarium which is Rs. 10,000 per lecture day (enclosed at Annexure II) after each visit (and not at the end of the semester).

The success of the Scheme entirely depends on the enthusiasm and cooperation between the Distinguished Visiting Professor and the Institution.

With regards,

Yours sincerely



Lt Col Shobhit Rai (Retd)

Encl: As above

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CC

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