



College of Pharmacy, Dehradun, Dehradun

Rev.	Implementation Date	Approved By
1	Effective From July 2022	Principal

POLICY ON NOMINATION OF EXTERNAL EXPERT/ SUBJECT EXPERTS & REMUNERATION FOR THE SELECTION COMMITTEE

Objective: The policy should clarify the purpose behind nominating external experts to selection committees, such as ensuring objective, unbiased, and informed decision-making in recruitment, promotions, awards, or evaluations.

Nomination of External Experts for Selection Committees outlines the processes and criteria for selecting, nominating, and appointing external experts to participate in selection committees. This policy ensures that the selection of external experts is fair, transparent, and aligned with organizational objectives, fostering credibility and the quality of decision-making.

Eligibility Criteria for External Experts

- An External Expert must hold the position of Professor or Associate Professor in a university/ college with experience of more than 10 years in the relevant field.
- A retired Professor / Associate Professor may also be eligible to act as Subject Expert for the Selection Committee.
- Any expert below the Associate Professor Rank shall not be eligible to act as the Subject expert in the Selection Committee.

Nomination Process

- Nomination Request can be submitted to the office of the Principal, recommended by the Department head, which shall be placed before the Principal for consideration.
- The Principal shall approve the names of External Experts.

Honorarium to External Expert/ Subject Expert

S.N	Subject	Designatio	Mode of	Honorarium	Travel	Stay
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o	Expert	n	Engagement		Allowances	Arrangement
1	Pharmacy	Rank of Professor	Online	Rs 2000	N.A	N.A
			Physical	Rs 4000	Airfare (Economy) / II Class AC train Ticket /AC Chair Car/ or AC Bus/ Taxi on Actual cost	Guest House of the Institute
2	Pharmacy	Rank of Associate Professor	Online	Rs 1500	N.A	N.A
			Physical	Rs 3000/-	Airfare (Economy) / II Class AC train Ticket /AC Chair Car/ or AC Bus/ Taxi on Actual cost	Guest House of the Institute
3	Pharmacy	Rank of Assistant Professor	Online	Rs 1000	N.A	N.A
			Physical	Rs 2000/-	Airfare (Economy) / II Class AC train Ticket /AC Chair Car/ or AC Bus/ Taxi on Actual cost	Guest House of the Institute

Termination of Engagement

- External Expert's engagement may be terminated in breach of confidentiality, conflict of interest, or failure to fulfil their duties.
- Name of Expert may be replaced if necessary due to specific knowledge/expertise.
- Non-interest of the external Expert due to various reasons.
- Continuous Non-Availability of Subject Expert/ External Expert.

Approved by

Principal