



SNJB's SHRI HIRALAL HASTIMAL (JAIN BROTHERS, JALGAON) POLYTECHNIC

(All AICTE Approved Programs NBA Accredited)

- Approved by AICTE, New Delhi • Recognised by Director of Technical Education, M.S. Mumbai
- Affiliated to Maharashtra State Board of Technical Education, Mumbai

Ref. No.: SHHJBP/2025-26/1284

Date: 25/02/2026

Policies for Participation of faculty in STTP / FDP / Conference / NPTEL Examination

1. If a Regular faculty member wants to Participate / Attend Short Term Training Program or Faculty Development Program, it is mandatory to take Permission from Principal and Head of Department.
2. If a Regular faculty member wants Participate / Submit Research Paper in International Conference, it is mandatory to take Permission from Principal and Head of Department.
3. Faculty members publishing as the First Author in SCI, SCOPUS, or Web of Science (WoS) indexed journals are eligible for financial support up to ₹10,000/- or the actual journal fee, whichever is less. Financial support will be provided only after submission of evidence of publication on the Scopus website profile for verification. The publication must be verifiable through the official Scopus source URL <https://www.scopus.com/sources.uri>
4. Faculty members attending STTP/FDP programs conducted by recognized organizations such as AICTE, ATAL Academy, NITTR, Malaviya Mission Teacher Training Programme (MMTTP), UGC, MSBTE, ISTE, IITs, NITs, or any other recognized technical or professional organization, shall be considered on Duty Leave; hence, no additional compensation shall be granted against these leaves.
5. The Faculty attending STTP/FDP will be eligible for Receiving Funds up to ₹ 2000/- or Amount of Fees if less than ₹ 2000/- which would be fixed by organizers from our Institute.
6. Faculty attending well-recognized International Conferences (such as those initiated by Springer or Elsevier) are eligible for financial support up to ₹3,500/- or the actual registration fee (whichever is less), subject to a maximum limit of ₹35,000/- per department. Only the First Author of the paper shall be eligible for financial support under this provision.
7. Staff should give Presentation to Staff members on the Technology which he / she learned during STTP/FDP Workshops within one week.
8. Faculty members successfully completing NPTEL courses with high performance shall be eligible for financial support as follows. Faculty members appearing for the NPTEL examination shall be granted On Duty Leave for the examination day, subject to prior approval by the competent authority.
 - Top 1% Rank: ₹1,000/-
 - Top 2% Rank: ₹750/-
 - Top 3% to 5% Rank: ₹500/-

SNJB¹⁻²

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Financial support shall be provided upon submission of the official NPTEL certificate indicating the rank and subject to approval by the competent authority.

9. Faculty members submitting a Design Patent at the Institute level shall be eligible to receive 100% financial support towards the official filing fees, subject to submission through the Institute and approval by the competent authority.

Committee Members

Dr. V. A. Wankhede

Principal

Shri. R. S. Bumb

Chief Co-ordinator

Shri. A. D. Bhansali

Trustee & V.C. (P.S.), Co-ordinator

Dr. D.V. Lohar

HOD
Mechanical Engineering

Mr. D.B. Pawar

HOD
Civil Engineering

Mr. P.R. Sali

HOD
Computer Technology

Mr. N.R. Thakare

HOD
E & TC Engineering



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