Dhaka University of Engineering & Technology, Gazipur
Gazipur-1707

Rules and regulation for Sanctioning Grant for Research Project to be Conducted by the Teachers of Dhaka University of Engineering & Technology (DUET), Gazipur.

A research project to be conducted by the teacher(s) of DUET may be considered for financial grant by the Vice-Chancellor on the recommendation of the concerned committee (CASR) under the following rules and regulations.

1. The research grant will only be sanctioned to be research project conducted by the full time teacher(s) actively serving at the university.
2. The duration of the research work will normally be of one year.
3. Project proposals are to be submitted through respective Head/Director of the Respective Department/Institute for sanctioning fund.
4. The CASR will select the research proposals and will also monitor the progress for the selected projects. Expert member(s) can be co-opted by the CASR if required.
5. Project proposal of estimated cost may be a maximum of 3 (Three) lac taka.
6. Generally, office Furniture, equipment, computer etc. will not be allowed to purchase under the project.
7. Tenure of Research Assistant (RA) will be not more than 10 (Ten) months. Honorarium of RA should not generally exceed 50% of the total project cost. The honorarium should be disbursed directly to the RA Bank account on monthly basis.
8. The Project Director is entitled to get an honorarium to the tune of one month's of his/her basic salary per annum, but not over 50,000/-.
9. All expenditures will be carried out and adjusted according to the existing financial rules of the university.
10. The fund will normally be provided to the Project Director in two installments. The first installment will be disbursed after the sanctioning the fund as an advance that includes the cost of raw materials, essential equipment, tools etc. The rest the fund including honorarium of the Project Director will be drawn after the final report approved by the CASR.
11. After completion of the project, all non-consumable and consumable items left, which were purchased from the project fund, will be the property of the respective Department/Institute.
12. A report on the project must be submitted to the office of the DRE through the respective Head of the Department by April of that Fiscal Year.

13. In case of the departure of the Project Director from the university, his/her nominated person approved by the CASR will act as Project Director.
14. In case of incompletion of the project for reasons not acceptable to the CASR, the fund drawn by the Project Director will have to be returned to the University.

    In case of any problem arises, Vice-Chancellor can take necessary steps for running the project.