

Approved in CDC Meeting on 17th Feb 2024.



Government of Maharashtra

Government College of Engineering, Nagpur

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No. GCOEN/IIIIP/2023/ 4556

Date: 8. AUG 2023

Revised Guideline Document for III & Placement Department to Incur Expenditure From Training & Placement Head

Reference (1): Guideline document of above subject vide letter No. GCOEN/2022/3217 dated 02 June 20223.

Reference (2): Request letter of Dean (III & Placement) regarding revision of above policy vide letter No. GCOEN/TPO/2023/89 dated 09/05/2023.

The above Ref. (1) policy is already implemented to incur the expenditure of III & Placement activity from the Training and Placement Head. However with Ref. (2), meeting of all members were held on 10/05/2023 and felt the need to increase the limit of expenditure to be incurred from the Training and Placement Head. The details of revised guidelines are as follows. The revised guidelines will be effective from May 2023 onwards.

- (a) For guests / experts / Campus Drive Team members including Dean (III & P): Rs. 500/- per person per day (includes lunch + tea+ snacks + welcome expenditure) is permitted.
(b) If the activity runs in late evening/night hours additional expenditure: Rs. 410/- per person per day (toward dinner) is permitted.
(c) If the activity runs for more than one day: The above expenditure mentioned in 1(a) and 1(b) per person per day is permitted.
2. For students' coordinator, Faculty coordinator, supporting staff and peon involve in III & Placement activity: Rs. 50/- per person per day (includes tea + snacks) is permitted on

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scheduled placement activity (Test/ interview). Maximum five students' coordinator should be allowed.

3. As there is no college vehicle, conveyance from hotel to college (to and fro) will be permitted as per the rates of Maharashtra Government subject to minimum local convenience of Rs.100/-.
4. Institute will not be providing any travel and lodging and boarding charges of visiting company members. They have to bear their travel and lodging and boarding expenditure by themselves only.
5. While submitting bills details of company, names of visiting guest, faculty, staff and students who took breakfast, lunch or dinner must be given.



(Dr. R. S. Surjuse)
Dean (III & Placement)
Government College of Engineering,
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(Dr. S. S. Pusadkar)
Dean (Planning & Administration)
Government College of Engineering,
Nagpur



(Dr. R. P. Borkar)
Principal
Government College of Engineering,
Nagpur

To,

The Principal
Govt. College of Engineering, Nagpur.