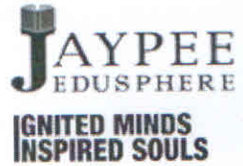




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(Established by H.P. State Legislature vide Act No. 14 of 2002)



JUIT/WKG/DEAN(R&I)/2025-26/09/32

25/09/2025

OFFICE ORDER

Revised Guidelines for Utilization of Performance Drive Fund (PDF)

This is in continuation of our earlier communication (JUIT/WKG/DEAN(R&I)/2024-25/04/03, dated 03.04.2025) regarding the utilization of the Performance Drive Fund (PDF) by faculty members. The following revised guidelines will now be followed for utilization of PDF:-

1. Faculty members are encouraged to participate in national and international conferences, workshops, and short-term courses (both in India and abroad). Partial funding and duty leave may be provided by JUIT, and the PDF may be utilized to cover related expenses.
2. Visits to institutions and universities for collaborative academic or research purposes may be supported through the PDF.
3. The PDF may be used to cover expenses related to patent filing and processing, as well as membership fees (annual or lifetime) for professional societies relevant to the faculty member's domain.
4. Faculty members may use their PDF to purchase items for professional use, including but not limited to: Laptops, pen drives, external hard drives (HDD), cartridges, printers, scanners, Upgrades for existing laptops or desktops other computer accessories, books, laboratory consumables, stationery items.

All such items will remain the personal property of the faculty member.

Please note that the PDF is cumulative and does not lapse at the end of the financial year.

There is no cap or limit—either in terms of amount or year—on any of these categories. The concerned faculty may utilize the entire amount under any of these heads.

Prof. Sudhir Kumar

Dean (Research and Internationalization)

25/09/2025

Cc to:

Hon'ble Vice Chancellor (for kind information)

Registrar and Dean of Students

Dean (Academics)

Dean (Accreditation)

Heads of seven departments

All Ph.D. Scholars

Dr. Nishant Jain & Mr. Rohit Sharma (for publishing on the University website)