



GUJARAT TECHNOLOGICAL UNIVERSITY

(Established by Government of Gujarat under Gujarat Act No.: 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત સરકારના ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

CIRCULAR

Ref: GTU/ Honorarium and Memento Norms /2017/ 1792

Date: 17/03/2017
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HONORARIUM & MEMENTO NORMS FOR INVITED EXPERTS

Gujarat Technological University organizes National/International Conferences, Workshops, Seminars, Faculty Development Programs (FDP), Short Term Training programs (STTP), National Day Celebration etc. at GTU campuses on regular basis. Principals /Deans / Directors/ Professors /Associate Professors/ Experts from Industries/ Ministers/ Ambassadors / Counsel Generals / Members – Board of Advisors etc. are invited as an Expert / Speaker by Gujarat Technological University to conduct above mentioned events.

Following guidelines shall be applicable with the date of circular.

Norms of Honorarium for conducting session:

Session conducted	Amount of Honorarium per person for Nationally / Internationally renowned speakers / Experts / Professors (in INR)
Upto 90 minutes	1500
Upto 3 hours	2500
Upto 6 hours	4000

Norms for giving Memento to speakers / experts:

Category of Guest	Category of Memento	Amount of Memento
Internationally / Nationally renowned speakers / Experts / Professors or Foreign Delegates / Ambassadors/ diplomats etc.	Medium	Upto Rs. 1000
Speakers / Academicians / Experts (state level)	Small	Upto Rs. 500

- Event coordinators are encouraged to give 'Gandhi Charkha' as memento.
- Event coordinators are instructed to give either memento or honorarium to invited guests.
- These guidelines are issued with approval of competent authority.

Registrar (I/C)

Winners of : ICT Enabled University Award E-India - 2009 ♦ Manthan Award - 2009 ♦ GESIA Award - 2011
♦ Digital Learning WES - 2011 Award ♦ AIMS International Innovative University Award - 2013