



HARMAL PANCHAKROSHI SHIKSHAN MANDALS'
GANPAT PARSEKAR COLLEGE OF EDUCATION
Vidya Sankul, Bhom Plateau, Harmal-Goa
(Affiliated to Goa University, Recognized by NCTE)

Regulations for attending the orientation (FIP) program, refresher course, and faculty development program.

The following are brought to the notice of the faculty for attending orientation (FIP) and refresher course –

1. A faculty is encouraged to attend any number of refresher courses but duty leave will be provided only to the number of Refresher course which are needed to move to the next level of promotion under CAS as per UGC regulations as amended from time to time.
2. Orientation (FIP) or refresher/FDP is permitted at any given moment for one faculty member per department, or 50% of the faculty members per department, whichever is less.
3. During the first year of the probationary period, no faculty members are allowed to attend the orientation program.
4. During their vacation, faculty members are advised to attend the orientation, refresher, and FDP.
5. Application for Orientation/ Refresher/ FDP shall be forwarded through Department In charge, with specific recommendations.
6. The office must receive the application for the orientation, refresher, and FDP at least 15 days in advance.
7. No permission shall be sanctioned if the orientation program or refresher course is scheduled during the exam sessions.
8. There may be, ideally, a 1-year gap between the orientation program and refresher course.
9. Absence period may be treated as duty leave, including travel (maximum 30 days in an academic year).
10. Details of alternate arrangements for academic classes shall be submitted along with the application.
11. The final decision will be of the competent authority(s) on the recommendation of the department in charge.



B. S. S.