



**Marri Laxman Reddy Institute of Technology and Management**

**(UGC Autonomous)**

**Dundigal, Hyderabad – 500043**

## **Research and Development Policy**

**Revision-4, Approved in Governing Body**

**(With effect from 1 January 2026)**

## **Research and Development Policy**

Research, innovation, and development are crucial components to improve the quality of instruction. The purpose of research and development policy is to create research culture among the students and faculty by promoting their research and consultancy works in engineering, technology, science, and humanities. This is also aim to inspire, guide and direct the ideas and initiatives towards research projects, publications, and other research related matters. The institute level research and development committee (RDC) pursue and approve any research related programs of the college as per the policy guidelines.

### **Objectives of research and development policy**

1. To create awareness and opportunities in Research and Development among the faculty and students to enhance the research atmosphere in each department
2. To motivate the faculty members to improve their knowledge and skills in emerging and challenging frontier areas.
3. To encourage staff members and students to publish technical papers for publishing in National and reputed International Conferences/ Journals
4. To undertake research and schemes offered by agencies such as DRDO, RCI, DST, AICTE, and UGC, etc.
5. To assist for applying and getting funds for conducting Seminar/Workshop/FDP from various available funding agencies
6. To inculcate research attitude among the faculty.
7. To coordinate faculty level workshops and staff development activities on research-related issue.

### **1. CONDUCT OF RESEARCH**

The Institute affirms the following principles concerning research:

1. It should be possible for individual researchers to select the subject of their research, secure money from any reliable source, and reach their own findings. These findings and conclusions ought to be open to peer review and criticism.
2. Research methods should not go against accepted professional ethics in regards to human health, safety, privacy, and other rights as well as the suffering or injury of animals.
3. An environment can be established to carry out the research by providing suitable infrastructure, such as space, a library, lab facilities, and funding if available, depending on the proposed research's educational quality.
4. The heads of the several departments and two faculty members selected by management will form the Office of the Dean of Research, which will be responsible for initiating, promoting, and supervising the institution's research endeavors. Among these, the principal will select the Dean.

### **2. AWARENESS PROGRAMS AND TRAININGS**

The institution organizes awareness programs and sensitization seminars on how to conduct research and dissertations responsibly to inculcate academic ethics and integrity among the students, faculty, researchers, and staff.

### **3. PLAGIARISM**

1. The software used is *Turnitin* to declare and implement the technology-based mechanism to ensure that documents such as dissertation and publications or any other such documents are plagiarism- free at the time of their submission.
2. Every student submitting a dissertation or any other such documents shall submit an undertaking certifying that the document has been prepared by them and it is their original work and free of plagiarism.

### **4. RESEARCH ETHICS**

There are several reasons why research ethics are crucial. They support the objectives of research, such as knowledge expansion. They encourage the principles of justice and respect that are necessary for teamwork. They back fundamental moral and social principles including the idea of treating others with respect.

### **5. INCENTIVE GUIDELINES FOR SUPPORTING RESEARCH ACTIVITIES**

The primary objective of establishing of incentive policy is to motivate the faculty members of institution to undertake quality research, consultancy, and other research related activities. Guidelines for the award of incentives for various types of research categories are listed as follows:

1. Articles in reputed refereed international journals.
2. International conference paper publications.
3. Funded research projects from various funding agencies in India and abroad.
4. Patent publications and grants.
5. Citations to increase the citation index of institute.
6. Incentives for professional body membership
7. Professional development allowance
8. e-Learning / Drshya Siksha Sangrah (DSS) videos
9. Faculty development programme / orientation course / refresher course
10. Key note speakers / Resource persons / Member in BOS /Academic etc.
11. Reimbursement of completed NPTEL/MOOCs certification course' registration fees
12. Consultancy projects sponsored by both the government and private industrial and other organizations.

**The detailed guidelines for the award of incentives for each research category are described below.**

#### **1. Articles in reputed refereed international journals**

This category motivates faculty members to concentrate on research related activities in addition to the teaching to publish articles in reputed refereed international journals with impact factor. For the award of incentives of this category is classified as given below.

**Research Publications Quartile Incentive and others**

A journal's SCImago Journal Rank (SJR) is a numeric value indicating the average number of weighted citations received during a selected year per document published in that journal during the previous three years. SJR is one of the internationally recognized standards for identifying the quartile of a journal. Each subject category of journals is divided into four quartiles: Q1, Q2, Q3, and Q4.

Q1 is occupied by the top 25% of journals in the list

Q2 is occupied by journals in the 25 to 50% group

Q3 is occupied by journals in the 50 to 75% group

Q4 is occupied by journals in the 75 to 100% group.

**Publication Incentives**

SCImago Journal Ranking (SJR)	Scopus or Web of Science Indexed
Q1	i. 1 <sup>st</sup> Author: 70 k ii. 2 <sup>nd</sup> Author: 60 k iii. 3 <sup>rd</sup> Author: 50 k iv. 4 <sup>th</sup> to 6 <sup>th</sup> Author: 25 k
Q2	i. 1 <sup>st</sup> Author: 50 k ii. 2 <sup>nd</sup> Author: 40 k iii. 3 <sup>rd</sup> Author: 30 k iv. 4 <sup>th</sup> to 6 <sup>th</sup> Author: 20 k
Q3	i. 1 <sup>st</sup> Author: 30 k ii. 2 <sup>nd</sup> Author: 25 k iii. 3 <sup>rd</sup> Author: 20 k iv. 4 <sup>th</sup> to 6 <sup>th</sup> Author: 15 k
Q4	i. 1 <sup>st</sup> Author: 25 k ii. 2 <sup>nd</sup> Author: 20 k iii. 3 <sup>rd</sup> Author: 15 k iv. 4 <sup>th</sup> to 6 <sup>th</sup> Author: 10 k
NA	i. 1 <sup>st</sup> Author: 20 k ii. 2 <sup>nd</sup> Author: 15 k iii. 3 <sup>rd</sup> Author: 10 k iv. 4 <sup>th</sup> to 6 <sup>th</sup> Author: 7.5 k

**Note:**

- The release of incentives shall be subject to the discretion of the management.
- An author is eligible to claim incentives only for publications in engineering stream journals, with a maximum limit of five publications per annum.
- In the case of multiple authors from the same institution, only one author will be eligible to claim the incentive.
- Upon notification of a retraction by the relevant journals or articles, the institute will take appropriate action. In such cases, any incentives received will be subject to reimbursement.

**2. International Conference paper and Book chapters publications**

This category motivates faculty members to present their technical knowledge on theoretical or experimental works in various Scopus indexed international conferences in India/abroad.

Type of Publications	Incentive (Rs.)	Conditions
Scopus Indexed Conference/ proceedings	i. 1 <sup>st</sup> Author: 10 k ii. 2 <sup>nd</sup> Author: 8 k iii. 3 <sup>rd</sup> Author: 6 k iv. 4 <sup>th</sup> to 6 <sup>th</sup> Author: 5 k	<ul style="list-style-type: none"> <li>In the case of multiple authors from the same institution, only one author will be eligible to claim the incentive.</li> <li>Author can also avail the conference registration fee up to Rs. 3,000</li> </ul>

### 3. Funded research projects from various funding agencies

The faculty who gets sponsored research project from any funding agency like DST / AICTE / UGC etc are entitled to avail the incentive as follows.

Sl. No	Type of Publications	Incentive and Conditions
1	Incentives For Sponsored Research Projects	7% (3% on submission of first utilization certificate, another 2% on second utilization certificate and 2% on third utilization certificate) as incentive will be given during ongoing period. In addition, 5% of sanctioned grant after successful completion and submission of project completion report to the respective funding agency.
2	Incentives for Govt. Funded Scheme	3% as incentive will be given after successful submission of first utilization certificate. In addition, 1% of sanctioned grant after successful completion and submission of project completion report to the respective funding agency.

### 4. Patent publication and Grants

Faculty members and students are encouraged to obtain/apply for Patents for their original contribution in the form of product or innovation from international and national agencies.

Sl. No	Type of Publications	Incentive (Rs.)
1	Patent grant for MLRITM	80 k
2	Utility Patent Publications	i. 1 <sup>st</sup> Author: 8 k ii. 2 <sup>nd</sup> Author: 5 k Design and Australian patents are not considered for incentives.

Note: Patent incentives can be availed only if the faculty member has filed the patent under the institute's name as the first applicant and submits a valid authorized fee receipt as proof of payment.

### 5. Citations: to increase the citation index of Institute

To increase the citation index of the faculty, it is decided to give incentive to faculty members.

Type of Publications	Incentive and Conditions
Citations	Rs. 1,000/- shall be granted per MLRITM faculty for every citation ( $\geq 10$ ) in journals indexed Scopus / Web of Science Indexed Journals.

### 6. Incentives for Professional body membership

Faculty members are encouraged to take memberships in various professional bodies.

Type of Professional Body	Incentive and Conditions
International / National	i. Faculty who is having a minimum of 1 year service in MLRITM can avail 50% of membership fee up to Rs, 5,000. ii. Only two memberships are allowed.

Note: Incentives may be availed only if the professional membership is relevant to the faculty member's department.

## 7. Professional Development Allowance

The details of the professional development allowance for the faculty members are given below.

Sl. No	Faculty	Incentive and Conditions
1	Ph. D. Supervisor	i. MLRITM faculty can avail On Duty to attend the Research Review Meetings of the scholar. ii. Incentive of Rs. 25,000 will be given to the Ph.D. supervisor for student (Supervisor ship and student allotment letter from IIT/NIT/other Govt. Universities)
2.	Ph. D. Scholar	i. MLRITM faculty registered for Ph. D. in (IIT/NIT/other Govt. Universities) can avail 6 days on-duty during non-class work period for carrying out their research work (HOD recommendation is mandatory). ii. MLRITM will provide soft loan (maximum of Rs. 50,000/-) to mitigate their financial needs for PhD programme such as fees, Research work etc. iii. The availed soft loan will be recovered in 5/10 instalments (faculty may choose any one option) from the next month itself. iv. This is applicable only for faculty members who have completed 1 year of service at MLRITM.

## 8. e-Learning / Drshya Siksha Sangrah (DSS) Videos

Sl. No	e- learning/DSS	Incentive and Conditions
1	<b>Subject Videos</b>	Rs. 10,000/- Incentives shall be provided to MLRITM faculty for delivering video lectures—including those related to OBE and question bank discussions—as per the session plan, subject to periodic decisions by the institution..

## 9. Faculty Development Programme (FDP) / Orientation Course / Refresher Course

- Faculty are encouraged to participate in FDP/OC/RC sponsored by AICTE/ISTE/DST/UGC and other Govt. universities, as may be decided by the Institution from time to time and the faculty will be given Academic Leave for the period.
- Faculty members attending a programme organized by IITs, NITs and other Govt. Universities of more than six days duration shall plan their participation in the semester break/summer vacation so that the academic schedule of the students remains undisturbed.

**10. Key Note speakers / Resource persons / Member in BOS /Academic etc.**

Faculties of MLRITM are encouraged to participate in academic and professional engagements such as serving as Keynote Speakers, Resource Persons, or Members of BOS/Academic/General Bodies, subject to institutional approval from time to time. Academic Leave shall be granted for such participation.

**11. Incentive to the faculty on completion of NPTEL/MOOCs certification courses:**

Note: Incentives may be availed in accordance with the Standard Operating Procedure (SOP).

**12. Consultancy projects sponsored by Government and Private:**

The faculty members are encouraged to conduct research / industry consultancy work in the focused as well as interdisciplinary areas of research. The faculty should motivate the students towards participation in industry consultancy projects. Revenue generated through consultancy and testing services is shared between institution and individual / team in the ratio of 60:40 respectively.

All faculty members are encouraged to publish research papers in reputed journals with a good impact factor. As you are aware, in addition to the number of publications, *citations* and *impact factor* are critical indicators of research quality and visibility. For your work to gain recognition, it is important that your research is accessible and visible. Only when your paper reaches a broader audience will other researchers be able to read, reference, and cite your work. Citations, in turn, enhance both your academic profile and the institution's research reputation. Faculty members are also encouraged to actively seek research collaborations with reputed institutions and universities, both in India and abroad to enhance the quality and scope of their publications.

All authors are requested to mention the college affiliation in their research papers as follows

- *Department of Civil Engineering, Marri Laxman Reddy Institute of Technology and Management, Hyderabad - 500043, India.*
- *Department of Computer Science and Engineering, Marri Laxman Reddy Institute of Technology and Management, Hyderabad - 500043, India.*
- *Department of Computer Science and Engineering (Data Science), Marri Laxman Reddy Institute of Technology and Management, Hyderabad - 500043, India.*
- *Department of Computer Science and Engineering (Cyber Security), Marri Laxman Reddy Institute of Technology and Management, Hyderabad - 500043, India.*
- *Department of Computer Science and Engineering (AI&ML), Marri Laxman Reddy Institute of Technology and Management, Hyderabad - 500043, India.*
- *Department of Computer Science & Information Technology, Marri Laxman Reddy Institute of Technology and Management, Hyderabad - 500043, India.*
- *Department of Electronics and Communication Engineering, Marri Laxman Reddy Institute of Technology and Management, Hyderabad -500043, India.*
- *Department of Electrical and Electronics Engineering, Marri Laxman Reddy Institute of Technology and Management, Hyderabad -500043, India.*
- *Department of Information Technology, Marri Laxman Reddy Institute of Technology and Management, Hyderabad - 500043, India.*
- *Department of Mechanical Engineering, Marri Laxman Reddy Institute of Technology and Management, Hyderabad - 500043, India.*
- *Department of MBA, Marri Laxman Reddy Institute of Technology and Management, Hyderabad - 500043, India.*

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- *Department of Freshman Engineering, Marri Laxman Reddy Institute of Technology and Management, Hyderabad - 500043, India.*

Faculty members are eligible to apply for reimbursement **only after** their paper is published and indexed in the **Scopus, Web of Science** databases.

At the time of reimbursement application, the following documents must be submitted to the R&D Cell:

1. **Completed Incentive/Reimbursement Form**
2. **Hard Copy of the Published Paper**
3. **Proof of Indexing** (Scopus Journal/Conference, Web of Science)

Please ensure that all required documents are provided to facilitate timely processing of the reimbursement.

  
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