

Institute of Home Economics
(University of Delhi)

Undertaking to take additional teaching assignment as Guest Faculty outside Parent College

I, Dr./Mr./Ms. _____, presently working as _____ in the Department of _____ do hereby undertake the following:

1. I affirm that this engagement will not interfere with my regular teaching, administrative, or research duties at my parent Institute, and shall only be undertaken after completing 5 hours in my parent college.
2. That, I am fulfilling my prescribed workload in my parent college as per the University Notification No. Estab-T/workload/2022/1883 dated 14.11.2022.
3. That, I seek permission to take additional teaching assignment as Guest Faculty in _____ (Name of the outside College/Institute), for a course of up to 04 credits in a Semester, in accordance with the University Notification on "Appointment of permanent faculty of the University or its Colleges as Guest Faculty."
4. That, my Guest Faculty engagement will be only in one Institute/College other than my parent college, and I assure that it will not interfere with my regular teaching, administrative, or research duties at my parent Institute.
5. That, I shall be paid honorarium at the rate of Rs.1500/- per lecture, subject to a ceiling of Rs.50,000/- per month, as per UGC letter No. F.25-1/2018(PS/MISC.) dated 28.01.2019.
6. That, this engagement will in no way affect my regular duties and responsibilities in my parent college, and I shall continue to abide by the University rules, regulations, and prescribed workload requirements, and the additional teaching assignment is purely academic in nature and will not hamper the academic interests or responsibilities of my department/students at _____ (my parent College.)
7. That, I am undertaking these additional classes with prior intimation/approval from the competent authority of both my Parent College/ Institute and the College outside my parent Institute and I will obtain the necessary No Objection Certificate (NOC) from the college as required under the said Notification.
8. That, I shall not claim any rights, privileges, or benefits beyond those admissible under the Notification for Guest Faculty appointments.
9. I shall submit my timetable for guest engagements along with this undertaking for the approval of the competent authority.

I hereby affirm that the above information is true to the best of my knowledge and belief.

(Signature of Faculty with Date)

Name:

Designation:

Department: