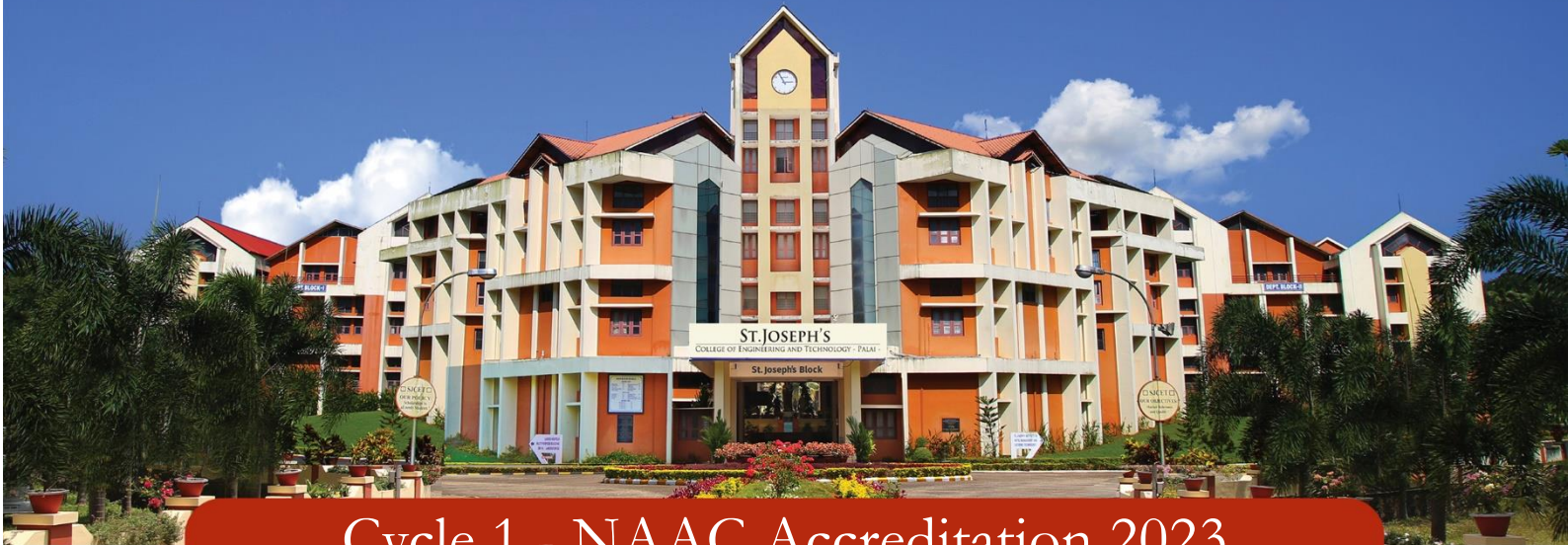




# ST. JOSEPH'S

COLLEGE OF ENGINEERING  
AND TECHNOLOGY,  
- PALAI -

Choondacherry P.O., Palai, Kottayam Pin 686579, Kerala, India  
Phone: +91 4822-239700, 239301, 239302  
Email: info@sjcetpalai.ac.in • Website: www.sjcetpalai.ac.in



Cycle 1 - NAAC Accreditation 2023

Criterion - 3

**Research, Innovations & Extension**

**Consultancy**

*Submitted to:*



**National Assessment and Accreditation Council**





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- PALAI -

## Criteria 3 Civil Engineering

S.No	Date of Commencement	Name of the client	Details of work	Faculty consultant
1	26-06-2019	James Victor	Structural Design of a House	Dr. Bennet Kuriakose
2	28-09-2019	Satheesh K B Erattupeta	Stability Check of Hoarding	Dr. Bennet Kuriakose
3	19-10-2019	St Marys Church, Vettimukal	Structural Design of Church	Dr. Bennet Kuriakose
4	14-11-2019	Eapen Varghese	Stability Check of Building	Dr. Bennet Kuriakose
5	03-01-2021	Joseph Santhosh	Design of School Building	Dr. Bennet Kuriakose
6	05-02-2021	Thomas c Ayyamparambil	Retaining Wall Design	Dr. Bennet Kuriakose
7	05-02-2021	Joy Thomas	Repair and Rehabilitation of House	Dr. Bennet Kuriakose
8	06-07-2021	Nihara Architects	Design of Residential Building	Dr. Bennet Kuriakose
9	21-09-2021	Ajv Architects	Design of Residential Building	Dr. Bennet Kuriakose
10	27-11-2021	KEL, Kerala	Design of Hospital Building	Dr. Bennet Kuriakose
11	16-12-2021	Robert Poonjar	Structural Design of a Commercial Building	Dr. Bennet Kuriakose
12	13-01-2022	AJV Architects	Structural Design, Residential Building	Dr. Bennet Kuriakose
13	08-02-2022	Joseph Santhosh	Renovation of Building	Dr. Bennet Kuriakose
14	09-02-2022	Joseph Santhosh	Structural Design of House	Dr. Bennet Kuriakose
15	10-02-2022	Carol Philip	Truss Design	Dr. Bennet Kuriakose
16	10-02-2022	Joseph Santhosh	Design of Retaining Wall	Dr. Bennet Kuriakose
17	18-02-2022	Biju Nair	Foundation Design, Residential Building	Dr. Bennet Kuriakose
18	27-02-2022	Shalvin John	Retaining Wall Design	Dr. Bennet Kuriakose
19	01-03-2022	Saji Arpookara	Check for Reinforcements	Dr. Bennet Kuriakose
20	04-03-2022	Antony	Soil Stabilization	Dr. Bennet Kuriakose
21	10-03-2022	Thomson K George	Structural Design of Residential Building	Dr. Bennet Kuriakose
22	15-03-2022	Amal R J	Structural Design of Residential Building	Dr. Bennet Kuriakose
23	17-03-2022	Samma Sunny	Structural Design of Residential Building	Dr. Bennet Kuriakose
24	20-03-2022	KIDC	Feasibility Study of Bridge	Dr. K J George





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## Criteria 3 Civil Engineering

S.No	Date of commencement	Name of the client	Details of work	Staff consultant
25	23-03-2022	Thomson K George	Detailed Estimation - Residential Building	Dr. Bennet Kuriakose
26	30-03-2022	Oruma char. Trust	Bridge Design	Dr. Bennet Kuriakose
27	18-04-2022	AJ Builders	Design of Carporch	Dr. Bennet Kuriakose
28	21-04-2022	AJ Builders	Structural Design of Residential Building	Dr. Bennet Kuriakose
29	01-05-2022	Anwar	Repair and Rehabilitation of House	Dr. Bennet Kuriakose
30	22-06-2022	Dennis Joseph	Land survey	Mr. Joby George
31	05-07-2022	JGC Kuravilangadu	Structural Design, Residential Building	Dr. Bennet Kuriakose
32	05-07-2022	Jayan, Poothotta	Design of Residential Building	Dr. Bennet Kuriakose
33	17-07-2022	Siby C.	Structural Design of Commercial Building	Dr. Bennet Kuriakose
34	26-07-2022	Kavikunnu Church	Contour Survey	Mr. Joby George
35	09-08-2022	AJ Builders	Design of Swimming pool	Bennet Kuriakose
36	16-08-2022	Ansen Mathew	House Stability Check	Dr. Bennet Kuriakose
37	20-09-2022	JGC Kuravilangadu	Design of Stair	Dr. Bennet Kuriakose
38	01-10-2022	Rajesh Kollappally	Structural Design of Residential Building	Dr. Bennet Kuriakose
39	16-10-2022	Sunny Mankudy	Structural Design of Residential Building	Dr. Bennet Kuriakose
40	01-12-2022	Krishnanand	Structural Design of Residential Building	Dr. Bennet Kuriakose
41	06-12-2022	NATPAC	Traffic Survey for Sabari Rail Project	Mr. Thomaskutty
42	10-12-2022	Ahammed Shah	Structural Design of Residential Building	Dr. Bennet Kuriakose
43	20-12-2022	Anil Kumar	Structural Design of Residential Building	Dr. Bennet Kuriakose
44	11-01-2023	Aneesh Nallila	Structural Design of Residential Building	Dr. Bennet Kuriakose
45	20-01-2023	Rajesh Thodupuzha	Structural Design of San Pio Centre	Dr. Bennet Kuriakose
46	23-01-2023	Aneesh Nallila	Estimation of Residential Building	Dr. Bennet Kuriakose
47	22-02-2023	NATPAC	Traffic Survey for Surrogate Safety Measures at intersections	Mr. Thomaskutty



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ENGINEERING & TECHNOLOGY, PALAI

Page 2 of 4

SJCET  
PALAI

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## Criteria 3 Computer Science and Engineering

S.No	Name of the client	Details of work	Faculty consultant
1	Pala Diocese	Parish Management Software -EDAYAN	Mr. Deepu Job
2	St. Alphonsa Shrine, Bharananganam	Security Camera Surveillance System	Mr. Deepu Job
3	Palai Social Welfare Society	Website for Palai Social Welfare Society	Mr. Deepu Job
4	SJCET	Camera Surveillance System for the Institution	Mr. Deepu Job
5	St. Augustinose College, Ramapuram	Technical Support to host Koha and Moodle	Mr. Deepu Job
6	St. Alphonsa Shrine, Bharananganam	Website	Mr. Deepu Job
7	Shalom Pastoral Centre, Palai	Security Camera Surveillance System	Mr. Deepu Job



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## Criteria 3 Mechanical Engineering

S.No	Name of the client	Details of work	Faculty Consultant
1	Denny K Philip T.K Enterprises Pamapady	Gear cutting on vertical milling Machine	Mr. Denix Sebastian
2	Naveen T.P (M Tech student) GEC Thrissur	Plastic Waste Pyrolysis in Pyrolysis unit	Dr. Jilse Sebastian
3	Nithin R K (M Tech student) GEC Thrissur	Plastic Waste Pyrolysis in Pyrolysis unit	Dr. Jilse Sebastian
4	Parwath H R (M Tech student) GEC Thrissur	Ayurvedic bio waste Pyrolysis in Pyrolysis unit	Dr. Jilse Sebastian
5	Biodiesel Production Process	Hassainar K P Biotech oil Chelakkulam	Dr. Jilse Sebastian
6	Machining process	Joe Elambassery(Research Fellow) RMIT Australia	Dr. Lijo Paul
7	Sonication Mechanical stirring	Dr. Biju C V(HOD) Jyothi Engineering College	Dr. Rajesh Baby
8	Sonication Mechanical stirring	Mr. Anto Zacharia (Assistant Profesor) Jyothi Engineering College	Dr. Rajesh Baby
9	Afsal E (Student) GEC Thrissur	Plastic Waste Pyrolysis in Pyrolysis unit	Dr. Jilse Sebastian



  
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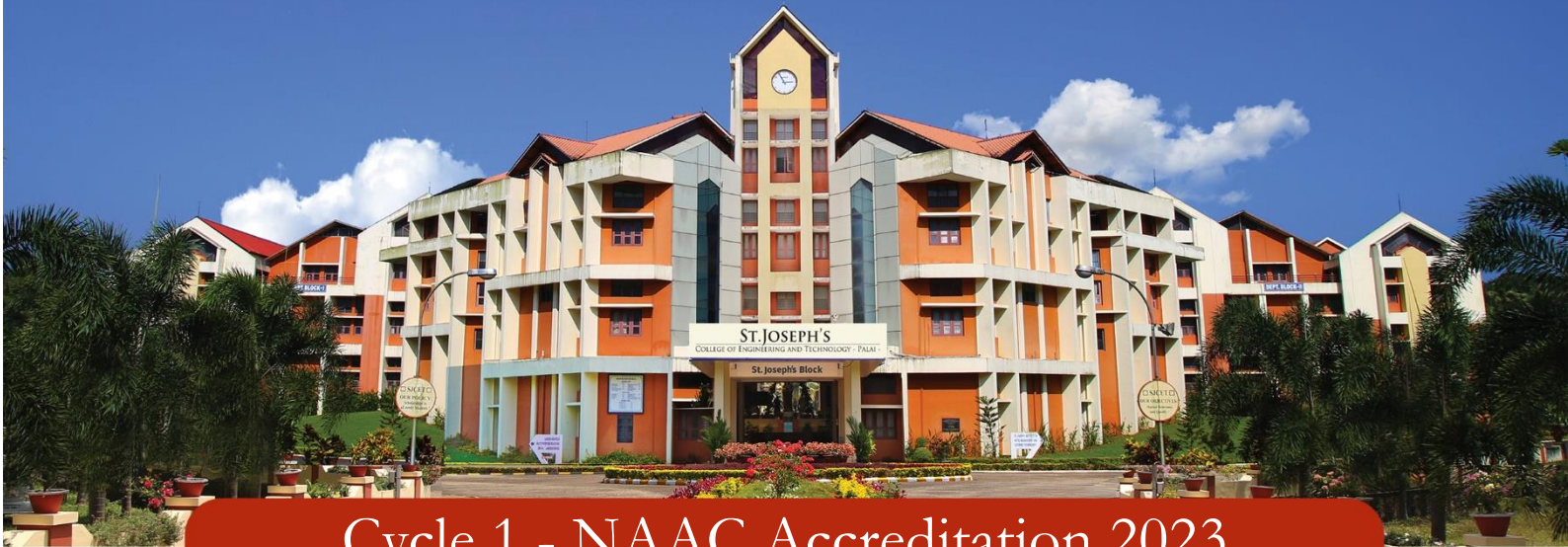




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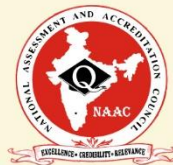
Cycle 1 - NAAC Accreditation 2023

Criterion - 3

## Research, Innovations & Extension

### Consultancy Policy

*Submitted to:*



**National Assessment and Accreditation Council**





## 9. CONSULTANCY POLICY

### Institutional Programme Implementation Unit

An Institutional Programme Implementation Unit (PIU) consisting of Principal, members of academic council and Centre coordinator shall be formed for the effective implementation of the activities of the Consultancy Centre. Principal shall be the president of the committee. The president shall nominate a Competent person with consent of the Chairman as the Centre coordinator. The IPIU shall meet once in a semester and review the progress of the various activities being implemented by the centre and take appropriate action for the effectiveness of the centre.

### Executive committee

The Executive Committee consisting of the Centre coordinator and one faculty each nominated by HoD of Engineering departments as Department Coordinators will implement the proposals and prepare action plan of the centre for industrial consultancy. The executive committee will meet once in 3 months. A member will be nominated by the coordinator to act as the Convenor.

### Term of Office

The term of the Centre Coordinator and Executive Committee members will be 3 years. However, Principal has the privilege to make changes with consent of the Chairman, SJCET.

### Duties and Responsibilities

#### 1. Institutional Programme implementation Unit (IPIU)

(i) Monitor all activities of the centre including the books of account.

(ir) The President of the IPIU will correspond with the Chairman, SJCET in all matters regarding the centre.

(iii) Frame the rules and regulations for the effective functioning of the centre.

#### 2. Executive Committee

(i) Coordinate the day-to-day activities of the centre assisting the Centre i)Coordinator.

Prepared by:

Verified by:

Approved By:







(ii) Implement proposals and action plans of the centre.

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(iii) Conduct review meetings of all ongoing consultancy works.

(iv) Consolidate the details of testing works carried out by the centre as Per format I and submit to the Principal duly attested by respective HoDs.

### 3. Centre Coordinator

(i) Coordinate all the day-to-day activities of the centre.

(ii) Coordinate and follow-up the enquiries generated and handover the same to competent consultants in the college, through respective HoDs.

(iii) Coordinate the promotion of activities of the Centre.

(iv) Convene the IPIU meetings.

(v) Chair the Executive Committee meetings.

(vi) The following records shall be maintained by the Centre Coordinator

1. Minutes of Review meetings of IPIU.

2. Minutes of Executive Committee meetings.

### 4. Consultant

(i) Prepare the consultancy proposal with financial details, time-line of execution, manpower involvement etc and take formal consent from the Principal with recommendation of the Coordinator.

(ii) See that the work is completed on time and to the satisfaction of the client.

The dispatch of the report of the work, countersigned by the competent authority is also the responsibility of the consultant.

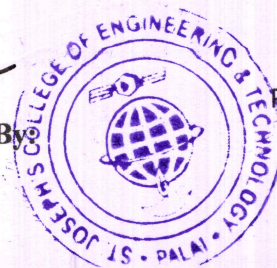
(iii) Responsible for providing all clarifications regarding the work even after the completion of the work. The consultant shall be solely responsible to ensure the quality of work/service provided till the expiry of warranty period.

(iv) Submit the vouchers as per norms towards the expenditure incurred and settle the accounts immediately on completion of the work.

Prepared by:

Verified by:

Approved By:







(v) Submit consultancy project completion report with details of work carried out, financial settlement details with recommendation of the Coordinator.

#### 5. Staff

(i) Conduct the tests and submit the test report duly signed by the faculty member in-charge and countersigned by the competent authority.

(ii) Maintain the Department register to record all the test results and other details which should be signed by the concerned lab in-charge with attestation of competent authority. This shall be monitored by the respective department coordinator.

#### 6. College Office

i. The concerned sections in the office are responsible for disbursement of payments approved by the competent authority, maintaining the books of account regarding fund receipt / utilization of the centre. Office shall be responsible for remittance of income/service tax and filing of returns as Per rules. The annual receipt-payment details including tax remittance particulars shall be submitted to the Principal after due verification by the Finance Officer.

ii. A register of consultancy works undertaken by the centre shall be maintained in the office as per the format.

Prepared by:

Verified by:

Approved By:

