राजस्थान सरकार
शिक्षा विभाग

आयुक्तालय, कॉलेज शिक्षा, राजस्थान, जयपुर

ब्लॉक–4, शिक्षा संकुल, जे.एल.एन. मार्ग, जयपुर–302015, राजस्थान
वेब साईटः–http:/hte.rajasthan.gov.in/dept/dce/
ई.मेलः–rvres.cce@gmail.com**फोन न. 0141–2706736**(O)

क्रमांकः एफ. 23( )स्था/आकाशि/RVRES/12/ **दिनांकः** **2023**

समस्त प्राचार्य,
राजकीय महाविद्यालय,
राजस्थान।

विषय: RVRES नियम 2010 के अन्तर्गत नियुक्त व्याख्यताओं का कैरियर एडवांसमेंट योजना के अन्तर्गत वरिष्ठ , चयनित वेतनमान एवं पे-बैण्ड 4 के लाभ हेतु आवेदन करने की प्रक्रिया के संबंध में।

उपरोक्त विषयान्तर्गत लेख है कि RVRES नियम 2010 के अन्तर्गत नियुक्त व्याख्यताओं के लिए वरिष्ठ वेतनमान अथवा चयनित वेतनमान अथवा पे-बैण्ड 4 के लाभ हेतु आवेदन करने की प्रक्रिया के समयबद्ध एवं सुव्यवस्थित क्रियान्यवन हेतु निम्नानुसार कार्यवाही की जानी है।

आवेदक द्वारा की जाने वाली कार्यवाही-

a) RVRES नियम 2010 के अन्तर्गत देय सीएएस लाभ की प्रक्रिया के लिए पत्र के साथ सलंग्न दिशा निर्देशों के अनुसार कार्यवाही की जानी है।
b) पात्र आवेदक अपने पूर्ण रूप से भरे हुए आवेदन पत्र की तीन प्रतिया मय स्केन्ड कॉपी महाविद्यालय में प्रस्तुत करेंगे। आवेदन पत्र के सभी पृष्ठों व सलंग्नकों को आवेदक द्वारा स्वयं सत्यापित किया जाना आवश्यक है।
c) आयुक्तालय के पत्रांक एफ 1(92)पीएस/निकाशि/13/पार्ट/871 दिनांक 09-07-2019 के द्वारा RVRES के व्याख्याताओं के आवेदन पत्र भरवाकर दिनांक 25 जुलाई 2019 तक चाहे गए थे। पूर्व में आवेदन कर चुके व्याख्याता भी पुन: आवेदन कर सकते है। (आवेदन पत्र का प्रारूप सलंग्न है।)

आवेदक महाविद्यालय के प्राचार्य द्वारा की जाने वाली कार्यवाही-

d) प्राचार्य सलंग्न दिशा निर्देशों के अनुसार महाविद्यालय में प्राप्त आवेदन पत्रों की जाँच कर नोडल महाविद्यालय को प्रस्तुत करेंगे। नोडल महाविद्यालयों की सूची आयुक्तालय के आदेश क्रमांक एफ 1 (92) निकाशी 13/पार्ट/ 179 दिनांक 05.01.2023 के अनुसार हैं।

Signature valid
Digitally signed by Sunil Sharma
Designation : Commissioner
Date: 2023.06.27 18:48:42 IST
Reason: Approved

RajKaj Ref No. : 4136865

नोडल महाविद्यालय द्वारा की जाने वाली कार्यवाही -

e) नोडल महाविद्यालय की IQAC समिति प्राप्त आवेदन पत्रों की जाँच कर एपीआई स्कोर की गणना कर आवेदन पत्र के साथ संलग्न प्रपत्र में भरकर आवेदन पत्र की स्कैन कॉपी email id- rvres.cce@gmail.com पर एवं मूल प्रति आयुक्तालय को प्रस्तुत करवाया जाना हैं । गूगल स्प्रेडशीट में भरी जाने वाली सूनाओं के लिए गूगल स्प्रेडशीट RVRES शाखा द्वारा दिनांक 12-07-2023 को जारी कर दी जावेगी।

f) आवेदक, प्राचार्य एवं नोडल महाविद्यालय द्वारा पात्र आवेदन पत्रों पर सलंग्न कार्यक्रम अनुसार कार्यवाही की जानी है-

आवेदक द्वारा महाविद्यालय में आवेदन पत्र प्रेषित करने की अंतिम तिथि	दिनांक 06.07.2023 तक
प्राचार्य द्वारा नोडल महाविद्यालय को प्राप्त आवेदन पत्रों को जांच उपरान्त प्रेषित करने की अंतिम तिथि	दिनांक 12.07.2023 तक
IQAC द्वारा rvres.cce@gmail.com द्वारा share गूगल स्प्रेडशीट पर सूचनाए भरने की अंतिम दिनांक	दिनांक 24.07.2023 तक
नोडल महाविद्यालय की IQAC द्वारा आवेदन पत्रों की जाँच कर आयुक्तालय आवेदन पत्र प्रेषित करने की अंतिम तिथि	दिनांक 31.07.2023 तक

सलंग्न- उपरोक्तानुसार

आयुक्त

प्रतिलिपि-

- निजी सचिव, आयुक्त, कॉलेज शिक्षा, राजस्थान जयपुर
- समस्त प्राचार्य, राजकीय महाविद्यालय, राजस्थान
- सहायक निदेशक, क्षेत्रीय कार्यालय कॉलेज शिक्षा जयपुर / जोधपुर / उदयपुर /अजमेर/कोटा/बीकानेर
- वेबसाइट प्रभारी - कृपया विभागीय वेबसाइट पर अपलोड करे
- रक्षित पत्रावली

संयुक्त निदेशक (RVRES)
कॉलेज शिक्षा राजस्थान, जयपुर

Signature valid
Digitally signed by Sunil Sharma
Designation : Commissioner
Date: 2023.06.27 18:48:42 IST
Reason: Approved

RajKaj Ref No. : 4136865

Procedure for CAS Scheme for lecturers appointed under RVRES Rules 2010

1. Eligibility Conditions and Procedure for grant of Career Advancement Scheme for Lecturers appointed under RVRES 2010, whose date of eligibility for grant of Senior Scale/ Selection Scale falls on 27.7.98 upto 31.12.2008.

   Lecturers will be eligible for senior and selection Scale on fulfilment of conditions stipulated and following the procedure mentioned here under-

SENIOR SCALE

Every lecturer will be placed in the Senior Scaleprovided he/she has:-

(1) completed six years of service as Lecturer after selection as approved by the State Govt on a sanctioned aided post in an Aided Institution, with relaxation of one year and two years for those holding M.Phil. and Ph.D degree respectively.

(2) participated in one orientation course and one refresher course of approved duration engaged inother appropriate continuing education programmes of comparable quality, as may be specified or approved by the University Grants Commission. Those with Ph.D. would be exempt from one refresher course.

(3) consistently satisfactory Performance Appraisal Reports.

SELECTION SCALE

Every Lecturer in the senior scale of pay, whether possessing a Ph.D. degree or not, will be eligible for placement in the selection scale of pay if he/she has:-

(1) Completed five years of service in the Senior Scale of-pay.

(2) Participated, after placement in the Senior Scale, in two refresher course/summer Institutes or, engaged, in other appropriate continuing education programmes of comparable quality, as may be specified approved, by the University Grants Commission, and

(3) consistently satisfactory Performance Appraisal Reports.

The pay of a lecturer placed in Senior or Selection Scale as per provisions contained in this order shall be fixed in accordance with RVRES Rules 2010. However, wherever the requirement of orientation/refresher course has remained incomplete, the placement in Senior Scale and/or selection scale, would not be held up but these should have been completed by the year 31.12.2013 as per order no. F3(31)edu.4/2000 Jaipur dt 27.12.2012.

SCREENING

Placement in the Senior and Selection Scales of Pay will be made on the basis of recommendations as to suitability by a duly constituted Screening Committee as defined by State Government.

2. Eligibility Conditions and Procedure for grant of Career Advancement Scheme for Lecturers appointed under RVRES 2010, whose date of eligibility for grant of Senior Scale/ Selection Scale falls after 31.12.2008, is mentioned hereunder

- The scheme of Career Advancement Scheme provides for grant of Senior Scale, Selection Scale and AGP-iv to the Lecturers andtheir CAS promotions would be subject to the API criteria based PBAS system norms laid out in these regulations (UGC Notification No.F.3- 1/2009 Para 6.8 and FD order no 14(1)FD(Rules)2009, dated 12.10.2009).

- All such lecturers after selection as approved by the State Govt on a sanctioned aided post in an Aided Institution, whose date of eligibility of Senior and or Selection and or PB-IV falls after 31-12-2008 would submit separate proformas for {Sr.\Sel.\PB-iv} as per API criteria based PBAS norms asnotified by the UGC.(Attached herewith)

- Lecturers completing three years in selection scale shall be eligible for grant of PB-IV, subject to qualifying conditions and the API based PBAS requirement as per UGC notification.Such Lecturers whose selection scale falls between 31.12.2008 to 30.06.2010 would be exempt from API Score for grant of PB-IV.

The pay of a lecturer placed in Senior or Selection Scale as per provisions contained in this order shall be fixed in accordance with RVRES Rules 2010. However, wherever the requirement of orientation/refresher course has remained incomplete, the placement in Senior Scale and/or selection scale, would not be hold up but these should have been completed by the year 31.12.2013 as per order no. F3(31)edu.4/2000 Jaipur dt 27.12.2012.

SCREENING

Placement in the Senior and Selection Scales of Pay will be made on the basis of recommendations as to suitability by a duly constituted Screening Committee as defined by State Government.

Proforma

PROFORMA TO BE FILLED IN BY THE LECTURER's APPOINTED UNDER RVRES RULES-2010 IN CONNECTION WITH THE GRANT OF SENIOR/SELECTION SCALE OF THE UNIVERSITY GRANTS COMMISSION UNDER CAS. (Eligibilty before 31.12.2008)		
1	Name of the Candidate :-	Post:-
2	Whether OBC/SC/ST:-	
3	Name of the College:-	
4	Date of Birth:-	
5	Subject:-	
6	Date of Joining on Grant-in-aid Post:-	
7	Name Of Aided College:-	
8	Date Of Joining Govt. Service (RVRES) :-	
9	Date of award of M. Phil. :- (Enclose copy of Mark Sheet)	
10	Date of award of Ph. D Degree (Enclose copy of Degree/Provisional Certificate)	
11	Duration of Refresher Course/Orientation Courses, if Participated (Enclose copy of Certificate) **OR** Engaged in other appropriate continuing Education Programme	Name of Coures:- From To Days From To Days From To Days
12	E.O.L if any (without medical ground)	From To Days
13	Deputation period	From To Days
14	As Per Guideline of CAS, Date of Eligibility of Senior/ Selection Scale	
15	If Senior Scale has already been granted, please mention Order No. & the date from which granted	Date of Order (Senior Scale) Date From which granted
16	Any other information which you deem proper to give	
		Signature of the Candidate With date
Enclosures:-		
VERIFIED FORM RECORD		
(SIGNATURE OF THE PRINCIPAL) WITH SEAL		

GOVERNMENT OF RAJASTHAN (31.12. 2008 के पश्चात पात्र कार्मिकों के लिए)

COMMISSIONERATE COLLEGE EDUCATION, RAJASTHAN, JAIPUR

PROFORMA FOR SENIOR/SELECTION SCALE (CAS-2010) TO BE FILLED BY THE LECTURER APPOINTED UNDER RVRES RULES,2010

PART A : GENERAL INFORMATION AND ACADEMIC BACKGROUND

PERSONAL DETAILS

Assessment Period from ……..to……

PART A : GENERAL INFORMATION AND ACADEMIC DETAILS

Affix latest Photo with signature

1	Name (In Block Letters):			
2	Father's /Mother's /Husband's name:			
3	Subject (Department):			
4	Present Posting :			
5	Date Of Birth:			
6	Address for correspondence (With Pincode):			
	Whatsapp No.:	Mobile No.:	Telephone No:	Email:
	Institution Telephone No	Email:		

7	**Career Background**					
	(i) No & Date of order Of Approval of State Government on Aided Post:	Annexure No.	(ii) Date of joining in RVRES :		FN/AN	Annexure No.
	(iii) Postings held During Assessment Period					
	Period		Name of Institution			
	From	To				

I declare that information provided by me is true to the best of my knowledge and documentary evidence for each information will be produced as and when required

Signature of Applicant with Date

8	Details of last CAS Promotions: (Senior scale / Selection scale)			
	Scale	Order No. with date	Date of Promotion (dd/mm/yy)	Annexure No.
	Lecturer (Senior Scale)			
	Lecturer (Selection Scale)			

9	Post PG Qualifications(In relevant Subject)			
	Degree	University	Date of Award	Annexure No.
	M. Phil.			
	Ph. D.			
	Other (Please mention)			

10	Details of Orientation, Refresher Courses /Research Methodology Workshops/ Training, Teaching-Learning-Evaluation Technology Programmes/ Soft Skills development Programmes and Faculty Development Programmes of 1/2/3 week duration.						
	Name of the Course	Sponsoring Agency	Place	No. of Days	From	To	Annexure No.

I declare that information provided by me is true to the best of my knowledge and documentary evidence for each information will be produced as and when required
Signature of Applicant with Date

11	Details of Extraordinary leaves (EOL) if availed during the assessment period.					
	From	To	Total No of Days	Purpose of EOL	Sanction Order No. & Date	Annexure No.

12	Details of Teacher Research Fellowship/Post- Doctoral Fellowship/ Deputation at Non – Teaching department related with assessment period. (if applicable)						
	University/ Department/ Institute	Post held	Nature of work performed	From	To	Order No. with date	Annexure No.

13	Is any departmental enquiry pending/ finalized against the applicant under CCA rules (section 16/17)?	Yes/No		Annexure No.
	If yes, mention details and latest status :			
	Decision if finalized:			
14	Has any adverse entry in any APAR of assessment period marked by the reviewing officer?	Yes/No	If yes, Provide details	Annexure No.
	If yes, mention the year and letter number with date	Number	Date	Annexure No.
15	Have you filled IPR of this year :	Yes / No		Annexure No.
16	Due date of promotion applied for as per fulfilment of eligibility of CAS:	**Promotion Post**	**Eligibility Date**	

I declare that information provided by me is true to the best of my knowledge and documentary evidence for each information will be produced as and when required
Signature of Applicant with Date

PART –B

ACADEMIC PERFORMANCE INDICATORS (A.P.I.)

CATEGORY: 1. TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

1.1-2 Lectures, seminars, tutorials, practicals, contact hours taken as percentage of lectures allocated, Lectures or other teaching duties in excess of the UGC norms .

Year	Assessment Period		Academic Session		No of classes per week allotted	Total Number of classes		Percentage of classes taken (column 8/ column 7x100)	API (Max 50)	API Teaching Load in excess of UGC norm (Max 10)	TOTAL API (Max.60) (10+11)	Annexure No.
	From	To	From	To		As per Documented record (Net of Leave days) *	Actually conducted					
1	2	3	4	5	6	7	8	9	10	11	12	
I												
II												
III												
IV												
V												
VI												
VII												

*Adjusting no of days in which teaching was not done due to leave/ Training/Deputation / Fellowship duly sanctioned by competent authority.

I declare that information provided by me is true to the best of my knowledge and documentary evidence for each information will be produced as and when required
Signature of Applicant with Date

1.3Preparation and Imparting of knowledge / instruction as per curriculum; syllabus enrichment by providing additional resources to students.

Year	Assessment Period		Academic Session		Description of Reading / Instructional material			API Score (Max. Score 20)	Annexure No.
	From	To	From	To	Consulted	Prescribed	Provided to students		
1	2	3	4	5	6	7	8	9	10
I									
II									
III									
IV									
V									
VI									
VII									

I declare that information provided by me is true to the best of my knowledge and documentary evidence for each information will be produced as and when required
Signature of Applicant with Date

1.4Use of participatory and innovative teaching-learning methodologies; updating of subject content, course improvement etc.

Year	Assessment Period		Academic Session		Short description of		API Score (Max. Score 20)	Annexure No.
	From	To	From	To	Use of participatory and innovative teaching-learning methodologies (Max. Score 10)	Updating of subject content& Course improvement (Max. Score 10)		
1	2	3	4	5	6	7	8	9
I								
II								
III								
IV								
V								
VI								
VII								

I declare that information provided by me is true to the best of my knowledge and documentary evidence for each information will be produced as and when required
Signature of Applicant with Date

1.5. Examination duties (Invigilation; question paper setting, evaluation/assessment of answer scripts) as per allotment.

Year	Assessment Period		Academic Session		Invigilation Duties * (Max score 10)			Examination duties			API Score (Max score 25)	Annexure No.
	From	To	From	To	Allotted	Performed	Extent to which carried out (%) (7/6x100)	Question paper setting (Max score 5)	Evaluation of answer scripts assessed (Max score 5)	Coordination or flying squad duties (Max score 10)		
1	2	3	4	5	6	7	8		9	10	11	12
I												
II												
III												
IV												
V												
VI												
VII												

*Including annual / semester / internal examinations

I declare that information provided by me is true to the best of my knowledge and documentary evidence for each information will be produced as and when required
Signature of Applicant with Date

CATEGORY: II.-CO-CURRICULAR ,EXTENSION,PROFESSIONAL DEVELOPMENTRELATED ACTIVITIES

II-1 Extension, co-curricular and field based activities :

Year	Assessment Period		Academic Session		Extension, co-curricular and field based activities					Annexure No.
	From	To	From	To	Institutional co-curricular activity. (Max. Score 10)	Position held (NCC/NSS/YDC/SCOUTES) (Max. Score 10)	Students and staff related socio cultural and sports programmes (Max. Score 10)	Community work (Max. Score 10)	API Score 10 (Max. Score 20)	
1										
I										
II										
III										
IV										
V										
VI										
VII										

I declare that information provided by me is true to the best of my knowledge and documentary evidence for each information will be produced as and when required

Signature of Applicant with Date

II-2Contribution to Corporate life and management of the department and institution:

Year	Assessment Period		Academic Session		Contribution to Corporate life and management of the department and institution			Annexure No.
	From	To	From	To	Describe responsibilities borne by you	Role/ Contribution	API Score (Max. Score 15)	
1	2	3	4	5	6	7	8	9
I								
II								
III								
IV								
V								
VI								
VII								

I declare that information provided by me is true to the best of my knowledge and documentary evidence for each information will be produced as and when required
Signature of Applicant with Date

II-3 Professional Development activities(not covered in Category III below):

Year	Assessment Period		Academic Session		Professional Development Activities		Annexure No.
	From	To	From	To	Describe Role/Contribution	API Score (Max. Score 15)	
1	2	3	4	5	6	7	8
I							
II							
III							
IV							
V							
VI							
VII							

I declare that information provided by me is true to the best of my knowledge and documentary evidence for each information will be produced as and when required
Signature of Applicant with Date

CATEGORY (III) - RESEARCH AND ACADEMIC CONTRIBUTIONS

III A (i)- Research Papers published in :-

1. Refereed Journals-

Assessment Years	Title with Page Nos.	Name of Refereed Journal(as mentioned by UGC)	ISSN/ISBN No.	Impact factor, if any	No. of Co-author	Whether you are main author	API Score	Annexure No.
API Score of all A. Y.								

I declare that information provided by me is true to the best of my knowledge and documentary evidence for each information will be produced as and when required

Signature of Applicant with Date

III A (ii)- Research Papers published in :-

Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers.-.

Assessment Years	Title with Page Nos.	Name of journal	ISSN/ISBN No.	No. of Co-author	Whether you are main author	API Score	Annexure No.
API Score of all A. Y.							

I declare that information provided by me is true to the best of my knowledge and documentary evidence for each information will be produced as and when required

Signature of Applicant with Date

A (iii) Full papers in Conference Proceedings (Abstracts not to be included): 10/per publication.

Assessment Year	Title with year and page nos.	Details of Conference Publication	ISSN/ISBN No.	No. of Co-authors	Whether you are the main author	API Score	Annexure No.
API Score of all A.Y							

I declare that information provided by me is true to the best of my knowledge and documentary evidence for each information will be produced as and when required
Signature of Applicant with Date

III(B) Research Publications (books, chapters in books, other than refereed journal articles:-

Assessment Year	Mention type of Publication (1 to 5)	Title with Page Nos.	ISSN/ ISBN No.	No. of Co-author	Whether you are the Main author	API Score	Annexure No.
API Score of all A.Y							

I declare that information provided by me is true to the best of my knowledge and documentary evidence for each information will be produced as and when required
Signature of Applicant with Date

III (C) Research Projects- III (C) (i) Sponsored Projects carried out/ ongoing:

Assessment Year	Title	Agency	Period	Grant/Amount Mobilized (Rs- Lakh)	API Score	Annexure No.
				API Score of all A. Y.		

I declare that information provided by me is true to the best of my knowledge and documentary evidence for each information will be produced as and when required
Signature of Applicant with Date

III (C) (ii-iv) Projects

Assessment Year	Title	Agency	Period	Grant/Amount Mobilized (Rs- Lakh)	Whether major policy document prepared for International/ Central/State/Local bodies or patent/ Technology.Transfer/Product/Process as out comes	API Score	Annexure No.
API Score of All A Y							

I declare that information provided by me is true to the best of my knowledge and documentary evidence for each information will be produced as and when required
Signature of Applicant with Date

III (D) RESEARCH GUIDANCE

Assessment Year	Degree	No. of Enrolled	No. of Thesis Submitted	No. of Degree Awarded	API Score	Annexure No.
API Score of All A Y						

I declare that information provided by me is true to the best of my knowledge and documentary evidence for each information will be produced as and when required

Signature of Applicant with Date

III (E) (i) TRAINING COURSES AND CONFERENCE /SEMINAR/WORKSHOP PAPERS

Assessment Year	Programme	Duration	Organised by	API Score	Annexure No.
			API Score of all A.Y		

I declare that information provided by me is true to the best of my knowledge and documentary evidence for each information will be produced as and when required
Signature of Applicant with Date

III (E) (ii) Papers in Conferences/ Seminars/ workshops etc.**

Assessment Year	Title of Paper Presented	Title of Conference / Seminar	Organised by	Whether international /national/state /regional/college or University	API Score	Annexure No.
				API Score of all A.Y.		

**If a paper presented in Conference/Seminar is published in the form of Proceedings, the points would accrue for the publication (III (a)) and not under presentation (III (e)(ii)).

I declare that information provided by me is true to the best of my knowledge and documentary evidence for each information will be produced as and when required
Signature of Applicant with Date

III E (iii) Invited Lectures and Chairmanships at National or International Conference / Seminar etc.

Assessment Year	Title of Lecture/Academic Session	Title of conference / Seminar etc.	Organised by	Whether International / National	API Score	Annexure No.
				API Score of all A.Y		

I declare that information provided by me is true to the best of my knowledge and documentary evidence for each information will be produced as and when required
Signature of Applicant with Date

List of enclosures (Please attach, copies of Certificate, Sanction Orders, Papers etc .where ever necessary)

Annexure No.	Details of copies of certificates, Sanction Orders, Papers etc .whereever necessary
01.	
02.	
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Category	Point no	**Indicators and activities**	Max. Score
I	(1) a	Lectures/Seminars/Practicals/Tutorials/Contact Classes taken should be based on verifiable records. No score should be assigned if teacher has taken less than 80% of the assigned classes. Universities may give allowance for periods of leave where alternative teaching arrangements have been made.	50
	(1) b	If a teacher has taken classes exceeding UGC norms, then two points to be assigned for each extra hour of classes.	10
	(2)	Imparting of knowledge/ instruction as per curriculum with the prescribed material (Text book/Manual etc), syllabus enrichment by additional resources to students (100% compliance = 20 points)	20
	(3)	Use of Participatory and Innovative Teaching – Learning Methodologies, Updating of Subject Content Course Improvement etc. Indicators/Activities	10
		Updating of courses, design of curriculum,(5 per single course)	
		Participatory and Innovative Teaching – Learning Process with material for problem based learning, Case studies, Group discussion etc.	
		(a) Interactive Course: 5 points/ each. (b)Participatory Learning modules: 5 points/ each. Case (c) Studies:5 points/ each.	
		Use of ICT in T/L process with computer – aided methods like Power point / Multimedia / Simulation/Softwares etc., (Use of any one of these in addition to Chalk & Board: 5 points)	10
		Developing and imparting Remedial/ Bridge Courses (Each activity: 5 points)	10
		Developing and imparting soft skills/ communication skills/ personality development course/ modules (Each activity: 5 points)	10
		Developing and imparting specialized teaching-learning programmes in physical education, library; innovative compositions and creation in music, performing and visual arts other traditional areas.(Each activity: 5 points)	10
		Organizing and conduction of popularization programmes/training courses in computer assisted teaching/web-based learning and e-library skills to students:	10
		(a) Workshop/Training course: 10 points each	
		(b) Popularized programmes: 05 points each	
	(4)	Examination Related Work	
		College / Annual Examination as per duties allotted. (Invigilation-10 points; Evaluation of answer scripts – 5 points; Question paper setting - 5 points) (100% compliance = 20 points)	20
		College/university examination / Evaluation responsibilities for internal/ continuous assessment work as allotted (100% compliance = 10 points)	10
		Examination work such as coordination, flying squad etc.(maximum of 5 or 10 depending upon intensity of duty) (100% compliance = 10 points)	10
		Minimum API score Required	**75**

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II	(1)	Institutional co-curricular activities for student such as field studies/ educational tours, industry – implant training and placement activity (5 point each)	10
	(2)	Positions held/Leadership role played in organisation linked with Extension work and national Service Scheme (NSS), NCC, NSO or any other similar activity (Each activity 10 points)	10
	(3)	Students and Staff related socio cultural and sports programmes, campus publications (Departmental level 2 points, institutional level 5 points).	10
	(4)	Community work such as values of national integration, Environment democracy, socialism, Human rights, peace, scientific temper; flood or, drought relief, small family norms etc. (5 point each)	10
		Contribution to Corporate life and management of the Institution	
	(1)	Contribution to Corporate life in colleges through meetings, popular lectures, subject related events, articles in college magazine (2 point each)	10
	(2)	Institutional governance responsibilities like, Vice Principal, Dean, Warden, IQAC coordinator (10 points each)	10
	(3)	Participation in committees concerned with any aspect of departmental or institutional management such as admission committee, campus development, library committee etc. excluding those mentioned in point no. (5 point each)	10
	(4)	Responsibility for, or participation in committees for students welfare, counselling and discipline (5 each)	10
	(5)	Organisation of Conference/ Training as Chairman/Organisational Secretary/Treasurer : (a) International (10 points); national/Regional (5 points) (b) as member of the organizing committee (1 point each)	10
	(iii)	Professional development Related Activities	
	(1)	Membership in profession related committees at state and national level (a) At national level: 3 points each (b) B. At state level: 2 points each	10
	(2)	Participation in subject associations, conferences, seminars without paper presentation (Each activity 2 point)	10
	(3)	Participation in short term training courses less than one week duration in educational technology, curriculum development, professional development, Examination reforms, Institutional governance (each activity: 5 points)	10
	(4)	Membership/participation in State/Central bodies/Committees on Education, Research and national development (5 each)	10
	(5)	Publications of articles in Newspapers, magazines or other publications (not covered in category 3); radio talks; television programmes (1 point each)	10
		Minimum API score Required	**15**

Note : Teachers may score 10 points from either Category-l or Category-ll to acheive the minimum score (100 Points / Year) required under Category-l + ll.

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CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS:

Brief Explanation: Based on the teacher's self-assessment, API scores are proposed for research and academic contributions. The minimum API score required by teachers from this category is different for different levels of promotion and between university and colleges. The self-assessment score will be based on verifiable criteria and will be finalized by the screening/selection committee.

S No.	APIs	Engineering/Agriculture/ Veterinary Science/Sciences/Medical Sciences	Faculties of Languages Arts/Humanities/Social Sciences/Library/ Physical education/Management	Max. points for college teacher position
III A	Research Papers published in:	Refereed Journals *	Refereed Journals *	15 / publication
		Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers.	Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers.	10 / Publication
		Conference proceedings as full papers, etc. (Abstracts not to be included)	Conference proceedings as full papers, etc. (Abstracts not to be included)	10 / Publication
III (B)	Research Publications (books, chapters in books, other than refereed journal articles	Text or Reference Books Published by International Publishers with an established peer review system	Text or Reference Books Published by International Publishers with an established peer review system	50 /Sole author; 10 /Chapter in an edited book
		Subjects Books by National level publishers/State and Central Govt. Publications with ISBN/ISSN numbers.	Subjects Books by National level publishers/State and Central Govt. Publications with ISBN/ISSN numbers.	25 /Sole author, and 5/ Chapter in edited books
		Subject Books by Other local publishers with ISBN/ISSN numbers.	Subject Books by Other local publishers with ISBN/ISSN numbers.	15 / Sole author, and 3 / Chapter in edited books
		Chapters contributed to edited knowledge based volumes published by International Publishers	Chapters contributed to edited knowledge based volumes published by International Publishers	10 / Chapter
		Chapters in knowledge based volumes by Indian/National level publishers with ISBN/ISSN numbers and with numbers of national and international directories	Chapters in knowledge based volumes by Indian/National level publishers with ISBN/ISSN numbers and with numbers of national and international directories	5 / Chapter

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III (C)	RESEARCH PROJECTS			
III (C) (i)	Sponsored Projects carried out/ ongoing	(a) Major Projects amount mobilized with grants above 30.0 lakhs	Major Projects amount mobilized with grants above 5.0 lakhs	20 /each Project
		(b) Major Projects amount mobilized with grants above 5.0 lakhs up to 30.00 lakhs	Major Projects Amount mobilized with minimum of Rs. 3.00 lakhs up to Rs. 5.00 lakhs	15 /each Project
		(c) Minor Projects (Amount mobilized with grants above Rs. 50,000 up to Rs. 5 lakh)	Minor Projects (Amount mobilized with grants above Rs. 25,000 up to Rs. 3 lakh)	10 /each Project
III (C) (ii)	Consultancy Projectscarried out / ongoing	Amount mobilized withminimum of Rs.10.00 lakh	Amount mobilized withminimum of Rs. 2.0 lakhs	10 per everyRs.10.0 lakhs and Rs.2.0 lakhs, respectively
III (C) (iii)	Completed projects : Quality Evaluation	Completed project Report (Acceptance from funding agency)	Completed project report (Accepted by funding agency)	20 /each major project and 10 / each minor project
III (C) (iv)	Projects Outcome / Outputs	Patent/Technology transfer/ Product/Process	Major Policy document of Govt. Bodies at Central and State level	30 / each national level output or patent /50 /each for International level,
III (D)	RESEARCH GUIDANCE			
III (D) (i)	M.Phil.	Degree awarded only	Degree awarded only	3 /each candidate
III (D) (ii)	Ph.D	Degree awarded	Degree awarded	10 /each candidate
		Thesis submitted	Thesis submitted	7 /each candidate

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III(E)	TRAINING COURSES AND CONFERENCE /SEMINAR/WORKSHOP PAPERS			
III(E) (i)	Refresher Courses Methodology workshops, Training, Teaching-LearningEvaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes (Max: 30 points)	(a) Not less than two weeks duration	(a) Not less than two weeks duration	20/each
		(b) One week duration	(b) One week duration	10/each
III(E) (ii)	Papers in Conferences/ Seminars/ workshops etc.**	Participation and Presentation of research papers (oral/poster) in	Participation and Presentation of research papers (oral/poster) in	
		(a) International conference	(a) International conference	10/ each
		(b) National	(b) National	7.5 / each
		(c) Regional/State level	(c) Regional/State level	5 /each
		(d) Local –University/College level	(d) Local –University/College level	3/ each
III(E) (iii)	Invited lectures or presentations for conferences/ / symposia	(a) International	(a) International	10/ each
		(b) National level	(b) National level	5 /each

*Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) indexed journals – by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 25 points. ** If a paper presented in Conference/Seminar is published in the form of Proceedings, the points would accrue for the publication (III (a)) and not under presentation (III (e)(ii)).

Notes.

1. It is incumbent on the Coordination Committee proposed in these Regulations and the University to prepare and publicize within six months subject-wise lists of journals, periodicals and publishers under categories IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2. The API for joint publications will have to be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the first/Principal author and the corresponding author/supervisor/mentor of the teacher would share equally 60% of the total points and the remaining 40% would be shared equally by all other authors.

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ASSESSMENT BY IQAC

Category	Criteria	Total API SCORS OF Assessment Years (As applicable)								Total- API Score for Assessment Period	Annual Average API Score for Assessment Period
		Year	I	II	III	IV	V	VI	VII		
		Session									
I	Teaching, Learning and Evaluation related activities										
II	Co-curricular, Extension, Professional development etc.										
	Total I+II										
III	Research and Academic Contribution										

This is to certify that We the members of IQAC as enlisted below have checked and verified the API scores awarded above.

NAME OF IQAC MEMBERS	SUBJECT	SIGNATURE	NAME OF IQAC MEMBERS	SUBJECT	SIGNATURE

On the basis of office record information filled above is correct and verified. It is also certified that a copy of this application including all annexures is kept in applicants personel file from page no..... to..... .

Signature of Principal
With seal & date

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कार्मिक विभाग की विज्ञप्ति क्रमांकएफ. 7 (1) डी.ओ.पी.क-2/95 दिनांक 20-06-2001 के क्रम में अधिकारीद्वारा दी जाने वाली घोषणा						
मैं		पद		कार्यालय		दिनांक:
को एतद्घोषणा करता हूँ कि:-						
1. दिनांक 31.05.2002 तक मेरे बच्चों (पुत्र एवं पुत्री) कीसंख्या ……थी।						
क्र. सं.	नाम			जन्मतिथि		
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2. दिनांक 01 जून, 2002 को एवं इसके पश्चात मेरे बच्चों की संख्या में वृद्धि नहीं हुई है। या दिनांक 01 जून, 2002 को एवं इसके पश्चात मेरे बच्चों की संख्या में वृद्धि हुई है एवं वर्तमान में बच्चों (पुत्र एवं पुत्री) कीसंख्या ----------है।						
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नाम:		पदः			विभागः	

मेरे समक्ष हस्ताक्षर किये। (कार्यालयाध्यक्ष के हस्ताक्षर मय मोहर एवं दिनांक)

नोट : जो लागू नहीं हो, वह काट दें।

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