આણંદ કૃષિ યુનિવર્સિટી

આણંદ

> CAS અંતર્ગત છઠ્ઠા પગાર પંચ દ્વારા નકકી કરેલ ગાઇડ લાઇન મુજબની લાયકાત ધરાવતા હોય તેવા શિક્ષક સંવર્ગના કર્મચારીઓ પાસેથી અરજીઓ મંગાવવા બાબત.......

પરિપત્ર

આણંદ કૃષિ યુનિવર્સિટીના સર્વે યુનિવર્સિટી અધિકારીશ્રીઓ, કેન્દ્રના યુનિટ / સબ યુનિટ અધિકારીશ્રીઓ તથા બહારના કેન્દ્રોના વડાશ્રીઓને જણાવવાનું કે, તેમના તાબા હેઠળ શિક્ષક સંવર્ગમાં ફરજ બજાવતા કર્મચારીઓ કે જેઓ છઠ્ઠા પગાર પંચ મુજબ કેરીયર એડવાન્સમેન્ટ સ્કીમ અંતર્ગત આઇ.સી.એ.આર./યુ.જી.સી.એ નકકી કરેલ માર્ગદર્શક સિધ્ધાંતો મુજબ **તા.૦૧/૦૧/૨૦૦૯ થી તા.૩૧/૧૨/૨૦૧૫** સુધીમાં બઢતીની લાયકાત ધરાવતા હોય તેમની પાસેથી નીચેના મુદાઓને ધ્યાનમાં રાખીને નિયત કરેલ અરજીપત્રકમાં અરજીઓ મંગાવવામાં આવે છે.

૧. કેરીયર એડવાન્સમેન્ટ યોજનાનો અમલ તા.૧/૧/૨૦૦૯થી કરવાનો રહેશે અને જયારે એ.પી.આઇ. સ્કોરનો અમલ યુ.જી.સી.ના જાહેરનામા નં. એફ.૩-૧/૨૦૦૯, તા.૩૦/૬/૨૦૧૦ તથા No.F.1-2/2009(EC/PS) V(i) Vol-II, તા.૧૩/૬/૨૦૧૩ની જોગવાઇ મુજબ કૃષિ મંત્રાલયના કૃષિ સંશોધન અને શિક્ષણ વિભાગ, ભારત સરકારના પત્ર ક્રમાંકઃ F.No.1(1)/2009-per-IV, તા.૨૨/૭/૨૦૧૩ તથા સુધારેલ સ્ટેચ્યુટસના અમલ બાબતે જારી કરવામાં આવેલ યુનિવર્સિટીના જાહેરનામા ક્રમાંક આકૃયુ/રજી/લીગલ/૪૦૮-૧૭/૨૦૧૭, તા.૧૪.૭.૨૦૧૭ને આધિન કરવાનો રહેશે.

૨. કેરીયર એડવાન્સમેન્ટ યોજનાના અમલીકરણમાં વિલંબ થયેલ હોવાથી છઠ્ઠા પગાર પંચ અંતર્ગત તા.૩૧/૧૨/૨૦૦૮ થી તા.૩૦/૬/૨૦૧૦ વચ્ચે કોઇ શિક્ષક બઢતી માટે પાત્ર થાય તો તેનું મૂલ્યાંકન પાંચમાં પગાર પંચ મુજબના માપદંડ પ્રમાણે કરવાનું રહેતુ હોઇ, તેવા શિક્ષકોએ પાંચમાં પગાર પંચ અન્વયે સી.એ.એસ. યોજનાનું નિયત કરેલ ફોર્મ ભરવાનું રહેશે. (તેમોએ એ.પી.આઇ. પરિપૂર્ણ કરવાનો રહેશે નહી.)

૩. **તા.૩૧/૧૨/૨૦૧૫ સુધીમાં** જે તે સ્ટેજની લાયકાત પરિપૂર્ણ કરેલ હોય તેવા જ શિક્ષકોએ અરજી કરવાની રહેશે. જે શિક્ષકોએ અગાઉ અરજી કરેલ હોય પરંતુ વહીવટી કારણોસર આદેશ થયેલ ન હોય તેવા તમામ શિક્ષકોએ અરજી કરવાની રહેશે.

જે તે કેટેગરીની બઢતી માટેની અરજી આ સાથેના અરજી પત્રકના નમૂનામાં સામેલ સૂચનાઓને ધ્યાને રાખીને **તા.૩૧/૦૮/૨૦૨૪ સુધીમાં** તમામ આધાર સહિત મોકલી આપવાની રહેશે.

પરિપત્ર સબંધિત વિગતો તથા ફોર્મની સોફ્ટ કોપી યુનિવર્સિટી વેબસાઇટ **www.aau.in** ઉપર મૂકવામાં આવેલ છે.

આ પરિપત્ર માન. કુલપતિશ્રીની સંમતિ મેળવી જારી કરવામાં આવે છે.

કુલસચિવ

જા.નં.આકૃયુ/રજી/એડીએમ-૧/ ૩૦૪૪ /૨૦૨૪
તા.૦૫/૦૮/૨૦૨૪
<u>નકલ સવિનય રવાનાઃ</u>
યુનિવર્સિટીના તમામ યુનિટ / સબ યુનિટ અધિકારીશ્રીઓ તરફ. જાણ તથા જરૂરી કાર્યવાહી સારૂ.

1. A.P.I. સ્કોરની બધી સૂચનાઓ કાળજીપૂર્વક વાંચીને તે મુજબ નિયત ફોર્મમાં જ અરજી કરવાની રહેશે.

2. જે ઉમેદવાર નિયત થયેલ લઘુત્તમ લાયકાત તથા લઘુત્તમ A.P.I. સ્કોર ધરાવતા હશે તેઓને જ કેરીયર એડવાન્સમેન્ટ યોજના અંતર્ગત વિવિધ સ્ટેજ માટે પાત્ર ગણવાના થશે.

3. દરેક ઉમેદવાર ત્રણેય કેટેગરીની વિવિધ પ્રવૃત્તિઓની માહિતી નીચેનાં પ્રફોર્મામાં રજુ કરવાની થશે.

ટેબલ :- હકીકત આધારિત માહિતી ઉપરથી A.P.I. સ્કોર		
Category	પ્રવૃત્તિઓ	ફુલ A.P.I.(સ્વમુલ્યાંકન)
(I)	(અ) શિક્ષણ	
	(બ) સંશોધન	
	(ક) વિસ્તરણ	
	(ડ) ટેકનીકલ વહીવટ	
	ફુલ (મહત્તમ)	
	કેટેગરી I માટે જરૂરી લઘુત્તમ A.P.I. સ્કોર	૭૫/વર્ષ
(II)	વ્યવસાયિક વિકાસને લગતી તેમ જ ઈત્તર પ્રવૃત્તિઓ	
	કેટેગરી- II માટે જરૂરી લઘુત્તમ A.P.I. સ્કોર	૧૫/વર્ષ
	કેટેગરી-I અને II માટે સંયુક્ત રીતે જરૂરી લઘુત્તમ A.P.I. સ્કોર	૧૦૦/વર્ષ
(III)	સંશોધન અને શિક્ષણમાં યોગદાન	ટેબલ-૨ મુજબ

4. જો કોઈ કેટેગરીના કોલમમાં કોઈ વર્ષમાં મહત્તમ કરતાં પણ વધારે સ્કોર / માર્ક્સ થતા હોય તો પણ ઉમેદવારે તે દર્શાવવાનો રહેશે, પરંતુ ફુલ સ્કોર જે તે કેટેગરીના મહત્તમ સ્કોરથી વધે નહીં તેની કાળજી લેવાની રહેશે.

ઉદાહરણ તરીકે A_1 કેટેગરીની મહત્તમ સ્કોર મર્યાદા 45 પ્રતિવર્ષ છે અને CAS અંતર્ગત ઉમેદવાર ચાર વર્ષની માહિતી આપતો હોય તો 45 x 4=180 થી ફુલ સ્કોર A_1 કેટેગરીમાં વધે નહીં તેની ખાસ કાળજી લેવી.

5. દરેક પ્રવૃત્તિ/કામગીરી અંગેના જરૂરી આધાર પુરાવાના આધારે દરેક કેટેગરીના બધા કોલમમાં સ્કોર/માર્ક્સ મૂકવાના રહેશે.

6. આ સાથે મોકલવામાં આવેલ ફોરમેટ મુજબ જ માહિતી ભરવાની થશે, તેમ છતાં જરૂર જણાય ત્યાં વધારાની રો કે કોલમ ઉમેરી શકશે.

7. A.P.I. સ્કોરની ગણત્રીવાળું અરજીફોર્મ (પાના નં. ૧ થી ૩૦) ની એક નકલ અત્રે મોકલવાની રહેશે. પાના નં. ૩૧ થી ૩૬ આપેલ પ્રફોર્મામાં બે નકલ મોકલવાની રહેશે, પરંતુ પાના નં. ૩૭ થી ૪૨ પૈકી જે લાગુ પડતું હોય તે "સમરી"ની દસ નકલ અત્રે મોકલવાની રહેશે.

8. ઉમેદવારે પોતે જે સ્ટેજ માટે અરજી કરેલ હોય, તે સ્ટેજ માટે જરૂરી મુલ્યાંકન સમયગાળાની માહિતી દરેક કેટેગરીમાં વર્ષવાર દર્શાવવાની થશે.

9. ફોર્મેટમાં દર્શાવ્યા સિવાયની અન્ય કોઈ અગત્યની પ્રવૃત્તિઓ દર્શાવવી જરૂરી હોય તે "અન્ય" માહિતી ના હેડ નીચે દર્શાવી, આંકડાકીયરૂપમાં તેનું મુલ્ય લખવું.

10. જો કોઈ મહિલા કર્મચારી પોતાના મુલ્યાંકન સમયગાળામાં પ્રસુતિ રજા ઉપર ગયેલ હોય તો રજા મંજુરીના આદેશની નકલ સાથે તે અંગેનો ઉલ્લેખ કેટેગરી-I અને II માં અવશ્ય કરવો.

11. દરેક ઉમેદવારે પોતાની સેવાપોથી આધારિત જે તે સંવર્ગની નિમણુંક તારીખ ધ્યાને લઇ મળવાપાત્ર સ્ટેજની તારીખ દર્શાવવાની રહેશે.

(દા.ત. કોઇ કર્મચારી બપોર પહેલાની અસરથી હાજર થયેલ હોય તો જે તે દિવસથી હાજર ગણી મળવાપાત્ર સ્ટેજની ડ્યુ ડેઇટ ગણવાની રહેશે. જયારે કોઇ કર્મચારી બપોર બાદની અસરથી હાજર થયેલ હોય તો તે પછીના દિવસથી મળવાપાત્ર સ્ટેજની ડ્યુ ડેઇટ ગણવાની રહેશે.)

12. દરેક ઉમેદવારે પોતાના બધા પ્રકાશનની સાબિતી રૂપે તેની રિપ્રિન્ટ વિગેરેના પ્રથમ પાનાની નકલ અવશ્ય જોડવી.

13. ફોર્મ તથા જરૂરી બધા દસ્તાવેજોના દરેક પાના ઉપર ઉમેદવારે પોતાની સહી કરવાની રહેશે.

14. પ્રફોર્મા ભરવાના સંદર્ભે યુનિવર્સિટી તરફથી બહાર પડતી સુચનાઓ અવશ્ય ધ્યાને લેવી, તે માટે યુનિવર્સિટીની વેબસાઇટ નિયમિત જોતાં રહેવું.

15. નિયત પ્રફોર્મામાં અરજી પોતાના વિભાગીય વડાશ્રી પાસે ખરાઈ કરાવી, તે અંગેના પ્રમાણપત્ર સાથે જ અત્રે મોકલવી, અને જો કર્મચારી પોતે જ કચેરી વડા હોય અને જો તે શિક્ષણમાં ફરજ બજાવતા હોય તો સબંધિત ડીનશ્રી પાસે, સંશોધનમાં હોય તો સંશોધન નિયામકશ્રી પાસે અને કે.વી.કે.માં ફરજ બજાવતા હોય તો વિસ્તરણ શિક્ષણ નિયામકશ્રી પાસે ખરાઇ કરાવી તેનાં પ્રમાણપત્ર સાથે તેઓ મારફત જ અત્રે મોકલવાની રહેશે. CAS યોજના અંતર્ગત મોકલવાની થતી દરખાસ્તોની સંપૂર્ણ વિગત કર્મચારીની અસલ સેવાપોથી તથા બાયોડેટામાં ભરેલ શૈક્ષણિક લાયકાતની વિગત તેમના અસલ પ્રમાણપત્રો સાથે ચકાસી અત્રે મોકલી આપવાની રહેશે અને તે અંગેનું પ્રમાણપત્ર સંબધિત કચેરીના વડાએ આપવાનું રહેશે. જે અરજી વિભાગીય / યુનિટ વડા, આચાર્યશ્રી, યુનિવર્સિટી અધિકારીશ્રીના સહી / સિકકા સાથે Through Proper Channel કરેલ હશે તે જ ગ્રાહ્ય રાખવામાં આવશે.

16. દરેક અરજીકર્તાએ અરજીની સાથે (૧) શૈક્ષણિક લાયકાત અંગેના માસ્ટર્સ / પી.એચ.ડી.ની પદવીના Notification (૨) અન્ય શૈક્ષણિક લાયકાત મેળવેલ હોય તો તેના રીઝલ્ટની માર્કશીટ, ડીગ્રી સર્ટીફીકેટ, સ્કૂલ લીવીંગ સર્ટીફીકેટ જેવા પ્રમાણપત્રોની ફોટો કોપી (૩) મદદનીશ પ્રાધ્યાપક, સહ પ્રાધ્યાપક સંવર્ગમાં સીધી ભરતી થયેલ નિમણૂંકના હુકમ (૪) CAS અંતર્ગત Senior Scale, Selection Grade, Assoc. Professor (P) *etc* માં મેળવેલ બઢતીના હુકમોની નકલો અરજી પત્રક / ચેકલીસ્ટની માહિતી સાથે જ સરળતાથી જોઇ શકાય / અભ્યાસ કરી શકાય તે રીતે અરજીની શરૂઆતના ભાગમાં મોકલવાના રહેશે.

17. અરજી કર્તાએ (અ) એસેસમેન્ટના સમય દરમિયાન કરેલ સંશોધન, પબ્લીકેશન, તાલીમ, પ્રસિધ્ધ કરેલ સંશોધન પેપર્સ તથા અન્ય સિધ્ધિઓ મેળવેલ હોય તે અંગેના આધાર અરજી સાથે મોકલવાના રહેશે. તેમજ મૌખિક ઇન્ટરવ્યુના દિવસે, બાયોડેટાની ચકાસણીના સમયે પણ રૂબરૂમાં લઇને આવવાનું રહેશે. (બ) આ સાથેના Summary પત્રકની માહિતી અરજીના અંત ભાગમાં ૧૦ નકલમાં સરળતાથી છુટી પાડી શકાય તે રીતે મોકલી આપવાની રહેશે.

18. સ્ટેજ-૨ થી સ્ટેજ-૫ માટે નિયત થયેલ નમુનામાં જ અરજી કરવાની રહેશે.

19. અરજીકર્તા સ્ટેજ-૨ થી સ્ટેજ-૫ માં એક કરતાં વધુ સ્ટેજ માટે લાયકાત ધરાવતા હોય તો મળવાપાત્ર દરેક સ્ટેજ માટે અલગ-અલગ અરજી કરવાની રહેશે. પરંતુ, ક્રમાનુસાર મળવાપાત્ર સ્ટેજની સંપૂર્ણ કાર્યવાહી થયા બાદ જ આગળના સ્ટેજની આનુષાંગિક પ્રક્રિયા હાથ ધરવામાં આવશે.

20. CAS યોજના અંતર્ગત મોકલવાની થતી દરખાસ્તો સંપૂર્ણ વિગત કર્મચારીની અસલ સેવાપોથી તથા બાયોડેટામાં ભરેલ શૈક્ષણિક લાયકાતની વિગત તેમના અસલ પ્રમાણપત્રો સાથે ચકાસી મોકલી આપવાની રહેશે અને તે અંગેનું પ્રમાણપત્ર કચેરીના વડાએ આપવાનું રહેશે.

21. રજા પર કે અન્ય કોઇપણ કારણસર ગેરહાજર હોય તેવા શિક્ષક સંવર્ગના કર્મચારીઓના ધ્યાન ઉપર આ પરિપત્રની વિગત લાવવાની જવાબદારી યુનિટ / સબ યુનિટ કચેરીઓની રહેશે.

22. અરજીકર્તાએ નિયત પત્રકની વિગતો સંપૂર્ણ પણે ભરવાની રહેશે. અધૂરી અને ખોટી માહિતી / વિગતોવાળી અરજી રદ્દ કરવામાં આવશે.

23. સ્ટેજ-૪ અને સ્ટેજ-૫ માટે અગાઉ અરજી કરેલ હોય, પસંદગી સમિતિ સમક્ષ ઉપસ્થિત રહી પર્સનલ ઇન્ટરવ્યુ આપેલ હોય પરંતુ પસંદગી પામેલ ન હોય તેવા શિક્ષકે તેની અરજીમાં કયો ટ્રાયલ છે ? <u>તે દર્શાવવાનું ફરજીયાત રહેશે.</u>

24. પરિપત્રની સાથે દરેક કેટેગરી મુજબના ચેકલીસ્ટની માહિતી મોકલી આપવામાં આવે છે, જે અરજીકર્તાએ કેટેગરી પ્રમાણે નિયત નમુનામાં ભરીને ફરજીયાત રીતે મોકલી આપવાની રહેશે.

25. યુનિવર્સિટીના કોમન સ્ટેચ્યુટ નં.-૧૧૫ ના નિયમ-૩૧.૫ મુજબ જે શિક્ષક પાત્રતાની તારીખે યુનિવર્સિટીની સક્રિય સેવામાં ચાલુ હોય તેમને જ સાતમાં પગારપંચ અંતર્ગત કેરીયર એડવાન્સમેન્ટ યોજનાનો લાભ મળવાપાત્ર થાય છે.

26. બધી વિગતો સાથે અરજી અત્રે પહોચતી કરવાની છેલ્લી તારીખ ૩૧/૦૮/૨૦૨૪ છે.

ઉપરોક્ત સૂચનાઓનો અમલ દરેક કક્ષાએ ચૂસ્તપણે કરવાનો રહેશે.

કુલસચિવ

ANAND AGRICULTURAL UNIVERSITY

Application for grant of Pay Band-2 of ₹.15600-39100 + AGP ₹ 7000/- under the Career Advancement Scheme. (Stage-1 to Stage-2)

1. Name of Teacher   :

2. Designation   :

3. Name of office / Dept.   :

4. Education Qualifications : (Copy Attach)

Degree	OGPA / Class	Date of Notification	Discipline
Bachelor Degree			
Master Degree			
Ph.D.			

5. **Experience as on Dt.31/12/2015** (Copy Attach)

Sr. No.	Category	Date of Appointment	Date of Promotion	Experience Year	Month	Day
1	Assistant Professor (Promotion)	—————				
2	Asstt. Prof. (Direct Selection)		——————			

6. **Assessment Period : From: _____ to _____**
   1. Four years for Ph.D. Degree holders
   2. Five years for Master /M.Phil. Degree holders

7. **Co-curricular Activities :** (Copy Attach)
   Minimum Two Co-curricular Activities during assessment period of at least 3 weeks duration. (Orientation / Refresher / Training / Research Methodology / Soft Skill Development / Long Term Training / Winter or Summer School)

Sr.No.	Activities	from	To
1			
2			

8. **Cumulative A.P.I. Score during the Assessment period**
   (Minimum A.P.I. score must be completed as per norm every year)

9. **Details of LWP availed during assessment period**
   (from Dt._____ to Dt._____)   _____ Days

10. **Whether probation period is satisfactorily completed ?**   Yes / No
    (Attach probation completion order)

(P.T.O.)

11. **Whether NET exam is cleared ?**   Yes / No
(Attach passing certificate)

| **Passing** |
| **Dt.** _____ |

12. **Date on which AGP ₹.7,000/- falls due** | **Dt.** _____ |

I do certify that I have completed all the above requirements for promotion under CAS.

Date :
Place: **Signature of Applicant**

Recommended and forwarded for sanction of AGP ₹.7000 in Pay Band-3 ₹.15600-39100/- w.e.f. _____ to Dr. / Shri_____.

Date :
Place: **Signature of Unit Head**

ANAND AGRICULTURAL UNIVERSITY

Application for grant of Pay Band-3 of ₹.15600-39100 + AGP ₹. 8000/- under the Career Advancement Scheme. (Stage-2 to Stage-3)

1. **Name of Teacher** :

2. **Designation** :

3. **Name of office / Dept.** :

4. **Education Qualifications** : **(Copy Attach)**

Degree	OGPA / Class	Date of Notification	Discipline
Bachelor Degree			
Master Degree			
Ph.D.			

5. **Experience as on Dt.31/12/2015 (Copy Attach)**

Sr. No.	Category	Date of Appointment	Date of Promotion	Experience Year	Month	Day
1	Assistant Professor (Promotion)	------				
2	Asstt. Prof. (Direct Selection)		------			
3	Date of Grant of AGP ₹.7000/- (Stage-2)					

6. **Assessment Period : From: _____ to _____**
(Assistant Professor & its equivalent who completed service of FIVE years in Stage-2)

7. **Co-curricular Activities : (Copy Attach)**
Minimum One Co-curricular Activities during assessment Period of at least 3 weeks duration. (Orientation / Refresher / Training / Research Methodology / Soft Skill Development / Long Term Training / Winter or Summer School)

Sr.No.	Activities	From	To
1			
2			

8. **Cumulative A.P.I. Score during the Assessment period**
(Minimum A.P.I. score must be completed as per norm every year)

9. **Details of LWP availed during assessment period**
(from Dt._____ to Dt._____) _____ **Days**

10. **Whether probation period is satisfactorily completed**
(Attach probation completion order) **Yes / No**

(P.T.O.)

11. **Whether NET exam is cleared ?**   **Yes / No**
(Attach passing certificate)

Passing
Dt._____

12. **Date on which AGP ₹.8,000/- falls due**

Dt._____

I do certify that I have completed all the above requirements for promotion under CAS.

Date :
Place: **Signature of Applicant**

Recommended and forwarded for sanction of AGP ₹.8,000 in Pay Band-3 ₹.15,600-39,100/- w.e.f. _____ to Dr. / Shri _____

Date :
Place: **Signature of Unit Head**

ANAND AGRICULTURAL UNIVERSITY

Application for grant of Pay Band-4 of ₹.37400-67000 + AGP ₹.9000/- under the Career Advancement Scheme. (Stage-3 to Stage-4)

1. Name of Teacher :

2. Designation :

3. Name of office / Dept. :

4. Education Qualifications : (Copy Attach)

Degree	OGPA / Class	Date of Notification	Discipline
Bachelor Degree			
Master Degree			
Ph.D.			

5. Experience as on Dt. 31/12/2015.

Sr. No.	Category	Date of Appointment	Date of Promotion	Experience		
				Year	Month	Day
1	Assistant Professor (Promotion)	——				
2	Asstt. Prof. (Direct Selection)		——			
3	Date of Grant of AGP ₹.7000/- (Stage-2)	Date: _____				
4	Date of Grant of AGP ₹.8000/- (Stage-3)	Date: _____				

6. Assessment Period : From: _____ to _____
(Assistant Professor & its equivalent who completed service of 3 years in Stage-3)

7. Co-curricular Activities :
   a. Details of at least 3 publications in the entire period as Assistant Professor (12 years)
   b. One Methodology workshop / Training / Teaching – Learning- Evaluation Technology Programs / Soft Skill Programme etc. (of at least 1 week duration)

Sr.No.	Activities	from	To
1			
2			

8. Cumulative A.P.I. Score during the Assessment period (Minimum A.P.I. score must be completed as per norm every year)

9. Details of LWP availed during assessment period
(from Dt._____ to Dt._____)   _____ Days

10. Whether probation period is satisfactorily completed   Yes / No
(Attach probation completion order)

(P.T.O.)

11. **Whether NET exam is cleared ?**   Yes / No
(Attach passing certificate)

| Passing |
| Dt. _____ |

12. **Date on which Promotion falls due as Assistant Professor (Selection Grade Stage-4)/Associate Professor (P) PB-4 ₹.37400-67000+AGP ₹. 9,000/- falls due**

| Dt. _____ |

I do certify that I have completed all the above requirements for promotion under CAS.

Date :
Place: Signature of Applicant

Recommended and forwarded for sanction of AGP ₹.9000 in Pay Band-4 ₹. 37400-67000/-
w.e.f. _____ to Dr. / Shri _____

Date :
Place: Signature of Unit Head

(Office use only)

13. **Annual Assessment Report**   : (Period including Six years before the date of eligibility)

Sr. No	Year	Excellent (20 Marks)	Very Good (15 Marks)	Good (10 Marks)	Total
1					
2					
3					
4					
5					
6					
				Total :	
				Average:	

14. Whether to call for personal Interview ?   : Yes ☐
                                                            No ☐

ANAND AGRICULTURAL UNIVERSITY

Application for grant of Pay Band-5 of ₹.37400-67000 + AGP ₹.10000/- under the Career Advancement Scheme. (Stage-4 to Stage-5)

1. Name of Teacher   :

2. Designation   :

3. Name of office / Dept.   :

4. Education Qualifications : (Copy Attach)

Degree	OGPA / Class	Date of Notification	Discipline
Bachelor Degree			
Master Degree			
Ph.D.			

5. Experience as on Dt.31/12/2015

Sr. No.	Category	Date of Appointment	Date of Promotion	Experience		
				Year	Month	Day
1	Assistant Professor (Promotion)	-----				
2	Asstt. Prof. (Direct Selection)		-----			
3	Asso. Prof. (Direct Selection)					
4	Date of Grant of AGP ₹.7000/- (Stage-2)	Date: _____				
5	Date of Grant of AGP ₹.8000/- (Stage-3)	Date: _____				
6	Date of Grant of AGP ₹.9000/- (Stage-4)	Date: _____				

6. Assessment Period : From: _____ to _____
   (Associate Professor & its equivalent who completed service of 3 years in Stage-4)

7. Co-curricular Activities :
   a. Details of at least 3 publications since the teacher is designated as Associate Professor & equivalent OR
   b. Details of at least 5 publications since the teacher is placed in Stage-3 / Last Six years.

Sr.No.	Publication	Year of Publication
1		
2		
3		
4		
5		

(P.T.O.)

8. **Cumulative A.P.I. Score during the Assessment period**
(3 years i.e. P.B.-4 of ₹. 37400-67000+AGP ₹.9000/-)

9. **Details of LWP availed during** assessment period
(from Dt._____ to Dt._____)   **Days**

10. **Whether probation period is satisfactorily completed**   **Yes / No**
(Attach probation completion order)

11. **Whether NET exam is cleared ?**   Yes / No   **Passing**
(Attach passing certificate)   **Dt.**

12. **Date on which Promotion falls due as Professor PB-4**   **Dt._____**
₹.37400-67000 + AGP ₹.10,000/- falls due

I do certify that I have completed all the above requirements for promotion under CAS.

Date :
Place: **Signature** of Applicant

Recommended and forwarded for sanction of AGP ₹.10,000 in Pay Band-4

₹.37400-67000/- w.e.f. _____ to Dr./ Shri _____.

Date :
Place: **Signature of Unit Head**

(Office use only)

13. **Annual Assessment**   :   (Period including Six years before the date
Report   of eligibility) **Marks out of 20**

Sr. No	Year	Excellent (20 Marks)	Very Good (15 Marks)	Good (10 Marks)	Total
1					
2					
3					
4					
5					
6					
				Total :	
				Average:	

14. **Whether to call for personal Interview?**   :   Yes [ ]

                                                                No [ ]

રાજ્યની કૃષિ યુનિવર્સિટીઓના શૈક્ષણિક સંવર્ગ મદદનીશ પ્રાધ્યાપક સ્ટેજ-૧ થી Professorship સ્ટેજ-૬ ની જગ્યાઓમાં કેરીયર એડવાન્સમેન્ટ યોજના અંતર્ગત બઢતીથી નિમણૂંક માટેના Academic Performance Indicator (API) નક્કી કરવા બાબત.

ગુજરાત સરકાર
કૃષિ અને સહકાર વિભાગ
ઠરાવ ક્રમાંક:ગકવ- ૧૪૨૦૦૯-૧૧૮૪-ક.૨
સચિવાલય, ગાંધીનગર
તારીખ :   /૦૮/૨૦૧૪
- 9 SEP 2014

(૧) કૃષિ અને સહકાર વિભાગના ઠરાવ ક્રમાંક:ગકવ- ૧૪૨૦૦૯-૧૧૮૪-ક.૨, તા. ૦૧/૦૪/૨૦૧૦
(૨) કૃષિ અને સહકાર વિભાગના ઠરાવ ક્રમાંક:ગકવ- ૧૪૨૦૦૯-૧૧૮૪-ક.૨, તા. ૧૫/૦૪/૨૦૧૦
(૩) કૃષિ અને સહકાર વિભાગના ઠરાવ ક્રમાંક:ગકવ- ૧૪૨૦૦૯-૧૧૮૪-ક.૨, તા. ૧૨/૦૯/૨૦૧૩
(૪) યુ.જી.સી. ના જહેરનામા નં.F. 3-1/2009, તા. ૩૦/૬/૨૦૧૦
(૫) યુ.જી.સી. ના જહેરનામા No.F.1-2/2009(EC/PS) V(i) Vol-II, તા.૧૩/૦૭/૨૦૧૩
(૬) કૃષિ મંત્રાલયના કૃષિ સંશોધન અને શિક્ષણ વિભાગ, ભારત સરકાર ના પત્ર ક્રમાંક:F.No.1(1)/2009-per-IV, dated 22th July,2013.

આમુખ :-

રાજ્યની કૃષિ યુનિવર્સિટીઓના શૈક્ષણિક સંવર્ગને રાજ્ય સરકારના ઠરાવ ક્રમાંક:ગકવ-૧૪૨૦૦૯-૧૧૮૪-ક.૨, તા.૦૧/૦૪/૨૦૧૦થી છઠ્ઠા કેન્દ્રિય પગાર પંચની ભલામણોના આધારે પગાર સુધારણાનો લાભ આપેલ છે. જેની શરત ક્રમાંક-૬થી "કૃષિ યુનિવર્સિટી દ્વારા સેવા વિષયક અને ભરતી નિયમો અન્વયે લઘુત્તમ શૈક્ષણિક લાયકાત UGC/DARE/ICAR ના માપદંડ મુજબ રાખી તેનું ચુસ્તપણે પાલન કરવાનું રહેશે"અને શરત ક્રમાંક-૧૨થી "કેરીયર એડવાન્સમેન્ટ યોજનાનો લાભ નિયમાનુસાર મળવાપાત્ર થશે પરંતુ અગ્રીમ ઇજાફા મળવાપાત્ર થશે નહિ" તેમ ઠરાવેલ હતું. આ બાબતોના અનુસંધાનમાં કેરીયર એડવાન્સમેન્ટ યોજના અંતર્ગત Academic Performance Indicator (API) based on ICAR Regulation / UGC Regulations મંજુર કરવા દરખાસ્ત રજુ કરવામાં આવેલ છે. કોમન સ્ટેચ્યુટ નં.એસ-૧૧૫માં વિવિધ ફેક્લ્ટીની જગ્યાઓમાં કેરીયર એડવાન્સમેન્ટ યોજના અંતર્ગત મદદનીશ પ્રાધ્યાપક થી Professorship ના નિયમોની Rule-31.0 થી 38.0 થી જોગવાઇ કરવામાં આવેલ છે. તેમાં Rule-32.0 થી મદદનીશ પ્રાધ્યાપક સ્ટેજ-૧ થી Professorship સ્ટેજ-૬ માટેની CAS-Promotion ની જોગવાઇ છે.

વિભાગના તા.૧૨/૦૯/૨૦૧૩ના ઠરાવ ક્રમાંક:ગકવ-૧૪૨૦૦૯-૧૧૮૪-ક.૨ થી સહ પ્રાધ્યાપક / પ્રાધ્યાપક ના સીધી ભરતી હેઠળ નિમણુંક માટેના Academic Performance Indicator (API) based on ICAR Regulation / UGC Regulations ની જોગવાઇ મુજબ મંજુર કરવામાં આવેલ છે અને ચારેય કૃષિ યુનિવર્સિટીઓ દ્વારા અમલમાં મુકવાની થતી કેરીયર એડવાન્સમેન્ટ યોજના- CAS-Promotion હેઠળ નિમણુંક માટેના API સ્કોર નક્કી કરવા માટેની સર્વગ્રાહી દરખાસ્ત આણંદ કૃષિ યુનિવર્સિટીને રજુ કરવા જણાવવામાં આવેલ હતુ. જે અંતર્ગત આણંદ કૃષિ યુનિવર્સિટી દ્વારા તા. ૧૨/૧૧/૨૦૧૩ની નિયામક મંડળની ૩૧ગી બેઠકની કાર્યનોંધના મુદ્દા નં. ૩૧.૧૧ માં ઠરાવ્યા મુજબ કેરીયર એડવાન્સમેન્ટ સ્કીમ હેઠળ મદદનીશ પ્રાધ્યાપક થી પ્રાધ્યાપકમાં બઢતી માટે સરકારશ્રીને દરખાસ્ત કરવા ભલામણ કરેલ છે તે મુજબ ચારેય કૃષિ યુનિવર્સિટી માટે API સ્કોર મંજુર માટે કરવા માટેની તા. ૨૯/૧૧/૨૦૧૩ થી દરખાસ્ત રજુ કરેલ. જે બાબત વિચારણા હેઠળ હતી.

તાજેતરમાં યુ.જી.સી. રેગ્યુલેશન ૨૦૧૩ (2nd Amendments) થી ઉચ્ચ શિક્ષણમાં શિક્ષક અને અન્ય શૈક્ષાણિક સંવર્ગની નિમણુક માટેના લઘુત્તમ લાયકાતોના માપદંડો જાળવવા માટે જાહેરનામા No.F.1-2/2009(EC/PS) V(i) Vol-I , તા.૧૩/૦૬/૨૦૧૩થી બહાર પાડેલ છે તે વિનિયમો અપનાવવા માટે ભારત સરકાર, કૃષિ મંત્રાલયના કૃષિ સંશોધન અને શિક્ષણ વિભાગના પત્ર ક્રમાંક:F.No.1(1)/2009-per-IV, dated 22th July,2013 થી રાજ્ય સરકારશ્રીને જણાવેલ છે જે અંતર્ગત કૃષિ યુનિવર્સિટીઓના શિક્ષકોનાં એકેડેમીક પરફોર્મન્સ ઇન્ડીકેટર્સ દર્શાવવામાં આવેલ છે. જેના અમલીકરણ કરવાની બાબત સરકારશ્રીની વિચારણા હેઠળ હતી.
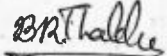
ઠરાવ :-

ઉક્ત બાબતે પુખ્ત વિચારણાના અંતે રાજ્યની ચારેય કૃષિ યુનિવર્સિટીઓ માટે શૈક્ષાણિક સંવર્ગ-મદદનીશ પ્રાધ્યાપક સ્ટેજ-૧ થી Professorship સ્ટેજ-૬ માટેની CAS-Promotion ની કેરીયર એડવાન્સમેન્ટ યોજના અંતર્ગત બઢતીથી નિમણુક આપવા માટે આ ઠરાવ સાથેના Annexure-I મુજબ Academic Performance indicator(API) ની ચેની શરતોને આધિન મંજુર કરવામાં આવે છે. રાજ્યની ચારેય કૃષિ યુનિવર્સિટીઓએ આ API નું ચુસ્તપણે પાલન કરવાનું રહેશે.

૧. વિભાગના ઠરાવ ક્રમાંક:ગકવ-૧૪૨૦૦૯-૧૬૮૪-ક.૨, તા. ૦૧/૦૪/૨૦૧૦ થી શૈક્ષાણિક સંવર્ગના છઠ્ઠા કેન્દ્રીય પગાર પંચની ભલામણોના આધારે પગાર ધોરણની સુધારણાના ઠરાવની શરત નંબર-૧૨ થી ઠરાવ્યાનુસાર કેરીયર એડવાન્સમેન્ટ યોજનાનો લાભ નિયમાનુસાર મળવાપાત્ર થશે. પરંતુ અગ્રીમ ઇજાફાનો લાભ મળવાપાત્ર થશે નહીં. સદર ઠરાવની અન્ય શરતો યથાવત રહેશે.

૨. કૃષિ યુનિવર્સિટીઓમાં કેરીયર એડવાન્સમેન્ટ યોજનાનો અમલ તા. ૧/૧/૨૦૦૯ થી કરવાનો રહેશે અને જ્યારે CAS માટે API Score નો અમલ યુ.જી.સી. ના જાહેરનામા નં.F. 3-1/2009, તા. ૩૦/૬/૨૦૧૦ તક્ષ No.F.1-2/2009(EC/PS) V(i) Vol-II, તા.૧૩/૦૯/૨૦૧૩ ની જોગવાઇ મુજબ કૃષિ મંત્રાલયના કૃષિ સંશોધન અને શિક્ષણ વિભાગ, ભારત સરકાર ના પત્ર ક્રમાંક:F.No.1(1)/2009-per-IV, dated 22th July,2013 આધિન કરવાનો રહેશે.

3. કૃષિ યુનિવર્સિટીઓમાં કેરીયર એડવાન્સમેન્ટ યોજનાની અન્ય શરતો કોમન સ્ટેચ્યુટ-૧૧૫ ના નિયમોની Rule-31.0 થી 34.0 જોગવાઇ કરવામાં આવેલ છે. તે મુજબ અમલ કરવાનો રહેશે

4. કેરીયર એડવાન્સમેન્ટ યોજનાના અમલીકરણમાં વિલંબ થયેલ હોવાથી છઠ્ઠા પગારપંચ અંતર્ગત તા.૩૧.૧૨.૨૦૦૮ થી ૩૦/૬/૨૦૧૦ વચ્ચે કોઇ શિક્ષક બઢતી માટે પાત્ર થાય તો તેનું મુલ્યાંકન પાંચમા પગાર પંચ મુજબના માપદંડ પ્રમાણે કરવાનું થાય છે. એટલે કે, તેઓએ API પરીપૂર્ણ કરવાના રહેશે નહિ.

5. કૃષિ યુનિવર્સિટીઓમાં કેરીયર એડવાન્સમેન્ટ યોજના અંતર્ગત બઢતી મેળવનાર મદદનીશ પ્રાધ્યાપક અને તેની સમકક્ષ જ્ગ્યાઓમાં ટેબલ-૨ ના ક્રમ નંબર-૭ માં દર્શાવેલ Expert Assessment માં ઓછામાં ઓછા કુલ ૫૦% મેળવવાના રહેશે, જ્યારે સહ પ્રાધ્યાપક (AGP Rs.9000) તથા પ્રાધ્યાપક (AGP Rs.10000) અને તેની સમકક્ષ સંવર્ગમાં CAS-Promotion ની બઢતી માટે Expert Assessment માંથી ઓછામાં ઓછા ૫૦% તથા Interview Performance તેમજ Annual Assessment Report (ખાનગી અહેવાલ) સાથે ઓછામાં ઓછા કુલ ૭૦% મેળવવાના રહેશે.

ગુજરાતના રાજયપાલશ્રીના હુકમથી અને તેમના નામે.

(બી.આર.ઠક્કર)
ઉપસચિવ (કૃષિ યુનિ.)

પ્રતિ,
૧. કુલપતિશ્રી, કૃષિ યુનિવર્સિટી, આણંદ, જૂનાગઢ/નવસારી/સરદારકૃષિનગર.
૩. કુલસચિવશ્રી, કૃષિ યુનિવર્સિટી, આણંદ, જૂનાગઢ/નવસારી/સરદારકૃષિનગર.
૪. સહ પ્રાધ્યાપકશ્રી, રાજય કૃષિ યુનિવર્સિટી પરિષદ, કૃષિ ભવન, ગાંધીનગર
૫. નાયબ સેકશન અધિકારીશ્રી, કલેકશન
૬. સિલેકટર ફાઇલ
૭. શાખા સંગ્રહ

ANNEXTURE- I

STATE AGRICULTURAL UNIVERSITIES OF GUJARAT

Guidelines for PBAS based Academic Performance Indicators (APIs) for CAREER ADVANCEMENT SCHEME – 2006 As per Common Statute No. S.115

Ref :-

(1) MHRD letter No. 1-31/2006-4-II/4-I(i) dated 31-12-2008.

(2) UGC regulation No. F 3-1/2009, dated 30-06-2010.

(3) 2nd Amendment of UGC regulation D.O. No. F 1-2/2009 (ECPS) Pt. V(I) Vol. II, dated 14-06-2013.

(4) G.R. No. GKV-142009-1184-k.2 of Sachivalaya, Gandhinagar, Govt. of Gujarat, Dated 01-04-2010.

(5) Statute No. S.115 implemented from 20-06-2013.

(6) Guidelines prepared of other Universities

    a. G.B. Pant University of Agriculture and Technology, Pant Nagar.

    b. Tamilnadu University of Veterinary and Animal Sciences

    c. Aacharya N.G. Rangarao Agricultural University, Hyderabad.

    d. The M.S. University of Baroda, Vadodara, Gujarat.

    e. Sardar Patel University, Vallabh Vidyanagar, Gujarat.

    f. University of Agricultural Science, Dharwad, Karnataka.

    g. Sam Higginbottom Institute of Agriculture, Technology & Sciences, Allahabad, U.P.

In view of the 6th pay commission:

The following committee has been constituted by the H'ble Vice-Chancellor for preparing guidelines for implementation of the revised provisions in the above letters and regulation 2010.

Committee:

1) Director of Research & Dean, P.G. studies, AAU, Anand.
2) Principal & Dean, B.A. College of Agriculture, AAU, Anand.
3) Principal & Dean, Dairy Science College, AAU, Anand.
4) Principal & Dean, Veterinary and Animal Husbandry College, AAU, Anand.
5) Principal & Dean, Food Processing and Technology, AAU, Anand.
6) Principal & Dean, International Agriculture Business Management College, AAU, Anand.
7) Principal & Dean, Agricultural Information Technology, AAU, Anand.

The committee discussed the provision made in the regulation 2010 of UGC endorsed by ICAR and finalized the guidelines for implementation to submit to H'ble Vice-Chancellor.

The committee recommended the following criteria for PBAS based API Score for CAS promotion:

i) Cut-off date for promotion under CAS will be on or after 31.12.2008. PBAS based API will be effective w.e.f. July 01, 2010 (UGC letter No. F.3-1/2009 Dated: 30.06.2010 UGC Regulation 2010). Teachers and equivalent who have completed eligibility requirements (i.e. Assistant Professor and equivalent – 12 years and Associate Professors and equivalent - 6 years will not require to fulfil the PBAS based API application performa.

ii) Candidates who fulfil the minimum API score required will be considered eligible for CAS for promotion from STAGE-1 to STAGE-2, STAGE-2 to STAGE-3, STAGE-3 to STAGE-4, STAGE-4 to STAGE-5 and STAGE-5 to STAGE-6.

iii) For application, 7 copies of Bio-data on prescribed Performa should be submitted to Registrar through proper channel on prescribed date.

2

iv) For Associate Professor and equivalent (STAGE-3 to STAGE-4), minimum 03 years of experience with Ph. D. Degree is essential.

v) Ten percent of the posts of Professors and equivalent in a in the Pay **Band** of Rs. 37,400-67,000 with Academic Grade Pay of Rs. 10,000 sanctioned in the set-up, shall be in the higher grade of AGP Rs. 12,000 Professorship and equivalent (STAGE- 5 to STAGE-6) with eligibility conditions prescribed by the Government.

vi) Teachers and equivalent of the University shall be entitled to the benefits of Career Advancement Scheme as per conditions, provisions and fulfilment of education, qualification laid down by Government of India, Ministry of Agriculture Department/ICAR and as approved by the State Government from time to time.

vii) Candidates shall offer themselves for assessment of CAS promotion, if they fulfil the minimum API scores indicated in ICAR Regulation. They can do so three months before the due date if they consider themselves eligible. Candidates who do not consider themselves eligible can also apply at a later date in any event; the University concerned shall send a general circular twice a year calling for applications for CAS promotions from eligible candidates.

viii) CAS promotions being a personal promotion to the incumbent teacher and equivalent holding a substantive sanctioned post, the said post shall revert back to its original cadre on vacating the post by the individual incumbent and equivalent.

ix) The incumbent teacher and equivalent must be on the role and active service of the Universities/ Colleges on the date of consideration by the Selection Committee for CAS Promotion.

x) (a) If a candidate apply for promotion on completion of the minimum eligibility period and is successful, the date of promotion will be from that of minimum period of eligibility.

(b) If, however, the candidate finds that he/she fulfils the eligibility conditions at a later date and applies on that date and is successful, his/her promotion will be effected from that date of application fulfilling the criteria.

(c) If the candidate does not succeed in the first assessment, but succeeds in the eventual assessment, his/her promotion will be deemed to be from the later date of successful assessment.

In case if a teacher and equivalent refuses to accept promotion, his case shall not be considered for promotion for a period of one year from the date of his refusal or till next vacancies arises, whichever is later.

The upward movement from Assistant Professors and equivalent (STAGE-1), to Professor & Professorship and equivalent (STAGE-6), would be in accordance with evaluation procedure such as the API score card system etc. to be notified by Regulation.

xi) Assistant Professor and equivalent on completion of three years of service in the AGP of Rs. 8,000 and possessing a Ph. D. degree in the relevant discipline shall be eligible; subject to meeting of the API criteria, to move to the pay band of Rs. 37,400-67,000 with AGP of Rs. 9,000 (STAGE-4) and shall be designated as Associate Professor and equivalent.

xii) Non-Ph. D. Assistant Professor and equivalent on completion of three years of service in the AGP of Rs. 8,000 shall be eligible; subject to meeting of the API criteria, to move to the pay band of Rs. 37,400-67,000 with AGP of Rs. 9,000 (STAGE-4) and **shall continue to be designated as Assistant Professor and equivalent.** On acquiring Ph. D. Degree, the Assistant Professor and equivalent shall be designated as Associate Professor and equivalent.

xiii) Associate Professor and equivalent on completion of three years of service in AGP of Rs. 9,000 and possessing a Ph. D. Degree in the relevant discipline shall be eligible to be appointed / designated as Professor and equivalent, subject to meeting of the API criteria. The pay band for the post of Professor and equivalent would be Rs. 37,400-67,000 with AGP of Rs. 10,000 (STAGE-5).

xiv) Ten percent of the positions of Professors and equivalent in a University, with a minimum of ten years of teaching and research experience as professor and equivalent either in the pre-revised scale of Professor's pay or the revised scale pay will be eligible for promotion to the higher grade of Professorship and equivalent Rs. 37,400-67,000 with AGP of Rs. 12,000 (STAGE-6), on satisfying the required API criteria through a duly constituted Expert committee, and such teachers promoted to the higher grade shall continue to be designated as 'Professor' and equivalent. As this AGP elevation for Professor and equivalent s

applicable to only University Departments, additional credentials are to be evidenced by:-

(a) post-doctoral research outputs of high standard;

(b) awards / honours /and recognitions;

(c) additional research degrees; patents and IPR on products and processes developed / technology transfer achieved in the case of teachers in science and technology.

xv) **Promotion of Assistant Professor and equivalent to Associate Professor and equivalent:** For promotion from the post of Assistant Professor and equivalent to Associate Professor and equivalent; the requirements of research publications shall be as under:

(a) for those who possess a Ph. D. Degree, a minimum of one publication made during the period of service as Assistant Professor and equivalent;

(b) for those with a M. Phil. / Master's Degree, a minimum of two publications made during the period of service as Assistant Professor and equivalent; and

(c) for those without Ph. D. or M. Phil. Degree, at least three publications during the period of service as Assistant Professor and equivalent.

Provided that in so far as teachers in Universities are concerned, three publications shall be required to be submitted for all the three categories mentioned above for consideration of promotion from Assistant Professor and equivalent to Associate Professor and equivalent.

xvi) However, the date of promotion will be effective from 01.01.2009 but the subsequent promotion due date will be considered from the date of actual qualification of due date of previous eligibility date or whichever is earlier.

Proposed scores for Academic Performance Indicators (API"s) for promotion under Career Advancement Scheme (CAS) for Teachers of State Agricultural Universities of Gujarat..

For Promotion as (Effective from 01.01.2009):

Table 1   Stages and eligibility Criteria for CAS promotion.

CAS Stages	From	To	Minimum Length of Service	Method of Promotion
Assistant Professor and its equivalent **STAGE-1** to Assistant Professor and its equivalent **STAGE-2**	Pay Band: 15,600-39,100 + AGP: 5,400 / 6,000	Pay Band: 15,600-39,100 + AGP: 7,000	Assistant Professor and its equivalent in STAGE-1 and completed FOUR years of service with Ph. D. or FIVE years of service who possesses M. Phil. / M. Tech. / M.Sc. (Ag) / M. V. Sc. / M.F. Sc. / M. Sc. Degree or SIX years of service who do not possesses Ph. D. or M. Phil or a Master Degree	Screening Committee
Assistant Professor and its equivalent **STAGE-2** to Assistant Professor and its equivalent **STAGE-3**	Pay Band: 15,600-39,100 + AGP: 7,000	Pay Band: 15,600-39,100 + AGP: 8,000	Assistant Professor and its equivalent who completed service of FIVE years in STAGE-2	Screening Committee
Assistant Professor and its equivalent **STAGE-3** to Associate Professor and its equivalent **STAGE-4**	Pay Band: 15,600-39,100 + AGP: 8,000	Pay Band: 37,400-67,000 + AGP: 9,000	Assistant Professor and its equivalent* who possess Ph. D. Degree and completed service of THREE years in STAGE-3. * For those who possess a Ph. D. Degree, a minimum of one publication made during the period of service as Assistant Professor and its equivalent; for those with a M. Phil. / M. Tech. / M.Sc. (Ag) / M. V. Sc. / M.F. Sc. / M. Sc. Degree, a minimum of two publications made during the period of service as Assistant Professor and its equivalent; and for those without Ph. D. or M. Phil. Degree, at least three publications during the period of service as Assistant Professor and its equivalent. * Non-Ph. D. Assistant Professor and its equivalent on completion of THREE years of service in the STAGE-3 shall be eligible; subject to meeting of the API criteria to move to STAGE-4 and shall continue to be designated as Assistant Professor. On acquiring Ph. D. Degree, the Assistant Professor shall be designated as Associate Professor.	Selection Committee

Associate Professor and its equivalent **STAGE-4** to Professor and equivalent and its equivalent **STAGE-5**	Pay Band: 37,400-67,000 + AGP: 9,000	Pay Band: 37,400-67,000 + AGP: 10,000	Associate Professor and its equivalent who completed service of THREE years in STAGE-4	Selection Committee
Professor and its equivalent **STAGE-5** to Professor and equivalent **STAGE-6** (10 percent of the positions of Professors and equivalent of the University)	Pay Band: 37,400-67,000 + AGP: 10,000	Pay Band: 37,400-67,000 + AGP: 12,000	Professor and equivalent and its equivalent who completed TEN years of service (within the University) in STAGE-5	Expert Committee

Table 2 Minimum Academic Performance Indicators for the Promotion of Teachers under Career Advancement scheme (CAS)

Sr. No.		Assistant Professor and equivalent STAGE-1 to Assistant Professor and equivalent STAGE-2	Assistant Professor and equivalent STAGE-2 to Assistant Professor and equivalent STAGE-3	Assistant Professor and equivalent STAGE-3 to Associate Professor and equivalent STAGE-4	Associate Professor and equivalent STAGE-4 to Professor and equivalent STAGE-5	Professor STAGE-5 to Professor and equivalent STAGE-6 (10 percent of the positions of Professors and equivalent of the University)
1	Category I Teaching-learning, Evaluation Related Activities (Category I) (A/B/C/D)	75 / Year	75 / Year	75 / Year	75 / Year	75 / Year
2	Category II Co-Curricular, Extension and Profession Related Activities (Category II)	15 / Year	15 / Year	15 / Year	15 / Year	15 / Year
3	Minimum Total average annual score under categories I and II	100 / Year	100 / Year	100 / Year	100 /Year	100 /Year
4	Category III Research and Academic Contribution	10 / Year 40 / assessment period of 4 years for Ph. D. candidates. 50 / assessment period of 5 years for Master/M. Phil. Degree holder candidates. 60/assessment period of 6 years for who do not possesses Ph. D. or M. Phil or a Master Degree	20 / Year 100 / assessment period of 5 years	30 / Year 90 / assessment period of 3 years	40 / Year 120 / assessment period of 3 years	50 / Year 500 / assessment period of 10 years

5	Minimum Qualification required apart from API Score Mentioned in Category I, II and III	Two Orientation / Refresher / Training / Research Methodology / Soft Skill Development / Long Term Training / winter or summer school / course of at least 3 week duration during assessment period	One course / programme from among the categories of refresher courses, methodology workshops, training, teaching – learning-evaluation technology programs and Faculty Development Programmes of 2/3 week duration.	At least three publications in the entire period as Assistant Professors (twelve years). One course / program from among the categories of methodology workshops, training, teaching – learning-evaluation technology programs, Soft skills development Program of minimum one week duration.	- Teachers may combine two assessment periods (in STAGES 3 and 4) to achieve minimum API scores in above categories. - A minimum of 5 publication.	Additional credentials are to be given as evidences for Post-Doctoral Research outputs of high standard. Awards / honours / recognitions / patents and IPR on products and processes developed / technology transfer achieved; and Additional research degrees / degrees, if any.
6	Expert Assessment System	Screening-cum-Evaluation Committee		Selection Committee	Selection Committee	Expert Committee
7	Percentage Distribution of Weightage Points in the Expert Assessment (Total Weightage = 100. Minimum required for promotion is 50)	N.A.		30% contribution to Research 50% assessment of domain knowledge and teaching practices. 10% Annual Assessment Report, 10% Interview performance	50% contribution to Research 30% assessment of domain knowledge and teaching practices. 10% Annual Assessment Report, 10% Interview performance	50% contribution to Research 30% assessment of domain knowledge and teaching practices. 10% Annual Assessment Report, 10% Interview performance
8.	Date of implementation	1-1-2009 or the date of eligibility whichever is later.				
9.	Selation and Screening-cum-Evaluation Committee	As per Common Statue-2011.				

Table 3 Calculation of PBAS based API score for CAS as Associate Professor and Professor.

Criteria/Activities	API Score Obtained	API Score to be converted on the scale of
1	2	3
Category I Teaching (T), Research (R), Extension (E) and Technical Administration (T. A.) (from either of any single activity i.e. A or B or C or D* or any combination of them)	75/ Year (minimum) _____ (Obtained *from summary table of API obtained in category I*)	_____ per year converted from 450 Formula = (API score obtained in Col. 2 x 450) / 125
Category II Co-curricular and Professional Development Related Activities	15/ Year out of 50 _____ (Obtained *from summary table of API obtained in category II*)	_____ per year as obtained out of 50
Total Minimum API Score required in Category I+II	100	_____ per year obtained from 500
Category III Research and Academic Contribution	As per above Table 2	_____ per year converted from 300
Annual Assessment Report	10 % (Out Standing-10 marks, Very Good-08 marks and Good-06 marks)	_____ converted from 100
Interview performance	10 %	_____ converted from 100

*Meaning of A/B/C/D:
    A   Stands for Teaching and related activities
    B   Research and related activities
    C   Extension and related activities
    D   Technical Administration and related activities

I. Specific Achievements In **Teaching/ Research/ Extension**/Technical administration work under Assessment Period

	A. Teaching and Related Activity	Maximum Score/ Year	Assessment Years						
			1st	2nd	3rd	4th	5th	6th	Total
A 1	Course Number, Credit / contact hours (Theory + Practical), Full Time / Associate (One practical credit hour or contact hours = 3 theory hours) (e.g. 2T+1P credit = 5 credits) OR Tutorials (year means total credits taught in I and II semester together) **API Weightage: 3 Marks / contact hour**	45							
A 2	Preparation of new teaching/ learning material including transition bridge material study pack or similar addition resource for students and Type of Teaching material Developed (Slides / Charts / Videos / VCD / DVD) Educational Video. **Distribution of Weightage:** 10 Marks for PPT per course / year 3 Marks for PPT of the course for subsequent years 3 Marks for 10 Charts 3 Marks for 10 Slides 10 Marks for 10 min video 5 Marks for 5 min video	30							
A 3	Examination Duties (Invigilators, Question Paper Setting, Assessment of Answer Sheets) Acting as an Internal examiner (within the university) for UG / PG / Diploma / Certificate course including paper setting, assessment, evaluation, Viva-voice] **API Weightage: 05 marks per activity**	20							
A 4	UG/PG/Diploma Academic In charge / co-ordinator or Co-coordinator OR Post-Graduate Seminar co- ordinator / Co-Coordinator / SRC chairman or Co-Chairman / Rector or Assistant Rector **API Weightage: 02 marks per activity per year**	10							
A 5	Invited / Guest Lecture Delivered in Seminars / Conferences / Symposia / training School / Programme / Workshop OR Lectures or other teaching duties in access of UGC/ICAR norms **API Weightage: 2 Marks for each activity / year**	10							

Teaching and Related Activity			Maximum Score/ Year	Assessment Years						
				1st	2nd	3rd	4th	5th	6th	Total
A 6	(1)	Under guidance of Teacher, (a) If student has won any National level competition/quiz/contest of similar activities(once in entire life). (b) If the Thesis of student has received National level /State level awards	10							
	(2)	Performance of the students (a) No of students obtained distinctions (minimum 15% of the class) (b) No of students obtained first class (minimum 35% of the class)								
	(3)	Designing a special course towards student career development								
	(4)	Teaching innovation, innovative methodologies adopted/designed for teaching								
	(5)	Use of anonymous students feedback on the quality of class room teaching								
	(6)	Guidance to students for competitive examination Viz., NET/JRF/SRF/GPSC/UPSC/P.G entrance, & ICAR examination etc.								
	(7)	Learning evaluation skill								
	(8)	e-teaching (lecture note prepared and placed on web portal, TV/radio talk)								
	(9)	Guidance to students for professional development activities viz. participation in seminar/symposia/conference, etc								
	(10)	Preparing/encouraging the students for station level research/review writing/HRD programme **API Weightage: 2.5 Marks for each activity / year**								
		Total	125							

	B. Research and Related Activities	Max. Score/Year	Assessment Years						
			1st	2nd	3rd	4th	5th	6th	Total
B 1	Project leader in Research Project / Experiments as per the approved technical programme of work API Weightage: 10 Marks per each experiment / project as project leader 08 Marks per each experiment / project as other associates	40							
B 2	Variety Release / Recommendations / technology developed / popularized / prototype commercialized / protocol developed / Policy implicated / Price forecasting / Innovative technology developed / Software Development / Diseases Diagnosis API Weightage: 05 mark per activity / year	20							
B 3	Seed production (MT), Planting / propagating materials (no.1000), chicks (no.1000),Calves / Lamb / Kids (no.10), Bio agent (no.1000), Bio pesticide (100 L), Germ plasm collection (Plant/Animal), Bio fertilizer (no.100), Dairy product (100 kg/l), Sample testing (no.25) Bakery products (100 Kg.) / Biological sample analysis (no.25) / chemical sample analysis (no. 50) / Pesticide residue (no.25) / Bio diversity mapping / Post Mortem Examination (no. 10) / Blood – Faecal – Urine – Milk – Feed sample analysis (no. 30) / surgical operations: Large animals (no. 10) / Small animals (no. 20) / any other samples API Weightage: 03 marks per activity / year	15							
B 4	Registration for Patents / varieties notified / vaccine developed / Technology / Protocol Developed / National level research committee member API Weightage: 05 mark per each / year	20							
B 5	Special assignment: Centre of Excellence and infrastructure created, Establishment of Institutional facilities (Seed / Soil testing laboratories / Bio-control laboratory, Bio-pesticides laboratory, Bio-fertilizer production laboratory / Bio-diesel / Food Testing Laboratory / Incubation Centres / Packaging Material testing / Weather Station / Laboratory Clinic / Banana pseudo stem laboratory / Modernization of laboratories / Farm, CIL, Semen Station, PHT Unit, Educational Museum / Departmental Laboratory / Crop cafeteria, etc. API Weightage: 05 mark per each / year API Weightage: 02.5 marks for associates	20							
B 6	Farm Management / Manager API Weightage: 2.5 mark per year At defined outstation services: Farm Management/Manager or Research Station head API Weightage: 5.0 mark per year and other services = 2.5 mark per year	10							
	Total	125							

	College level technical programs / REAC / SLCC i. Participation in DLCC / SAC meetings of DAATTCs / KVKs /Govt. meeting. j. Work related to annual plan / five year plan / ADP / Plan Budget / ICAR development grant for Universities/Govt. k. Technical work related to planning, execution, monitoring, evaluation report submission of ICAR / Plan / Non – plan and other agency projects l. MOU preparation procedures m.Technical work related to preparation of guidelines for PBAS based API for Career Advancement Scheme / Direct recruitment at University/Govt. Level **API Weightage: 10 marks per activity / year**										
D 3	Monitoring / member of selection committee / administrative duties for plan / non – plan schemes and other funded Govt. / Non-Govt. schemes of the University / College/Govt.etc Scientific assistance to VC / DR / DEE/ Member Secretary (SAU Council) / Meetings organization, lectures and preparation of speech & drafts prepared reports, proceedings preparation, assembly / parliament questions handled, Maintenance of Files **API Weightage: 2.0 marks / section**	20								
D 4	Establishment, maintenance and updating of network facility / Website in University / College / Unit, coordinating IT activities of ICAR, GOI, GOG, Council / preparation of software / ICT related purchase procedures Planning and purchase regarding ICT / ERP System Guiding Teachers, staff, students regarding updates in IT & e-library and Office **API Weightage: 3.0 marks / section**	15								
	Total	125								

II. Co-curricular and Professional Development Related Activities		Max. Score/ Year	Assessment Years						
			1st	2nd	3rd	4th	5th	6th	Total
1	Institutional Co-curricular activities for students such as field studies / popular lectures / educational tours / industry – implant training and placement activity / Preparation and Imparting knowledge / organizing and conduction of popularization programmes / training courses in computer assisted teaching / web based learning and other participatory learning skills to students / other any similar activity in University and Govt. Level **API Weightage: 04 marks per activity / year**	08							
2	Placement Officer, Examination Cell / Education Tour leader or Manager / Teaching staff of SAU Council /Co-Tour Leader / Student Councillor / Care Taker / Mentor / Training Hostel Manager / In Charge / or Gymkhana Chairman or SRC Advisor / Member / Student Councillor, Anti Ragging committee member / women anti-harassment Cell / women complaint mechanism cell / Team Member / Co Team Member to sports, SRC, Cultural Activity / NSS / NCC / NSO Activity / In plant training organized / Summer Training (for students of FPT & BE and MBA Faculties) / Students and Staff related socio Cultural and Sports programmes / campus publications etc. / any other similar activity **API Weightage: 2 marks per activity / year**	08							
3	Maintenance of records /member secretary/convenor of committee/ works committee / purchase committee / auction committee / dead stock verification committee or any other similar departmental / University level/ State Govt. Level committee member/ Supporting staff of such committees **API Weightage: 04 marks per activity / year**	08							
4	Member of any scientific society / association / professional associations committee / Boards of studies / Editorial committees of journals / Institutional publication / Faculty board / committee member of Research Journals / magazine etc. / any similar activity Member in Farmer award selection committee / ATMA / Hariom Ashram Award **API Weightage: 02 marks per activity / year**	04							

C. Extension and Related Activities	Max. Score/ Year	Assessment Years						Total
		1st	2nd	3rd	4th	5th	6th	
C 1 Organizing Krushi Mela / Pashumela as a chairman / secretary / Krushi mahotsav / Door step seminar / dairy product judging contest / State level event / national dairy quiz / cattle camp / aarogya mela / farmer training programme / world food day celebration / livestock show / farmers – Students training programme etc. 1. National / State level = 10.0 mark each 2. University level = 8.0 mark each 3. Khedut din / Shibir / Clinical camps / Exhibition / Fair / emergency duties attended / wild life related activities or similar activities = 5.0 mark each **API Weightage: 04.0 Marks for each** as an associate of any of above mentioned activity or any activities like Krushi Mela / Pashumela / farmer's day / Shibir / farmers week celebration / clinical camps etc.	40							
C 2 **Participation in mentioned in C 1 above** 1. National / State level = 5.0 mark each 2. University level = 4.0 mark each 3. Khedut din / Shibir / Clinical camps / Exhibition / Fair or similar activities = 4.0 mark each	30							
C 3 05 marks per 150 farmers call attended 10 marks per Number of crop VCDs / DVDs developed 10 Marks per number of Success stories 03 marks per farmer for farmers counselling for participation at competitions 01 Mark for 10 bulletins for preparation of FAQs for DD / AIR 05 per each preparation of Strategies for research and Extension plans 05 marks per Cases/Diagnostic team 05 marks per press note or article related to extension activity	25							
C 4 Conducting Front Line Demo. / On Farm Training / Door Step seminar/ Demonstrations **API Weightage: 2.5 Marks per activity / year**	20							
C 5 (1) Innovation of technology adoption based on which farmer awarded at National/State level= 10.0 mark each (2) Based on motivation of farmers awarded at National/State level by any organisation= 5.0 mark each (3) Help renders to farmers (e.g Loan, machinery, marketing, value addition, inputs etc.) =2.5.0 mark each	10							
Total	125							

D. Technical Administration and Related Activities	Max. Score/ Year	Assessment Years						Total
		1st	2nd	3rd	4th	5th	6th	
D 1 Service rendered by carrying out activities to support the Office / University in Academic / Research or General administration /Head of Office in Government setup/Assistance in coordination (No.of Insitutes/SAUs being handled, Proccesing for release funds) and Administration as Technical Officer, DDO / AAO, Planning Officer, Director of IT, Asst. Registrar / Registrar / Comptroller / Audit Officer/ Teaching Staff of SAU Council / OSD / Asst. Ext. Educationist (publication) /Head of Research station, Head of Polytechnics / Head of College wing / Librarian /Asst. Librarian) etc. Involvement for Preparation of Common Statutes of SAUs at Government .level **API Weightage:** 20 marks for Head of Office in Government setup /DDO/ Planning Officer/ Director of IT/Head of Research station/Head of Polytechnics / Head of College wing/ Librarian /Registrar / Comptroller for each activity per year **API Weightage: 10 marks** for other activity / year	50							
D 2 a. Preparation of University Documents (Annual Report, Research, Status Report, Vision, Accreditation Report/C-DAP), preparation of budget estimates of council b. Compilation of such reports including External Agency and compilation work of Council submitted to the Government. c. Preparation of agenda items (Academic / Research Council, PG BoS and BoM / VC Conference / IUCA / ICAR regional committee, SAU council etc.), preparation of speech, monthly reports, academic council agenda, faculty board`agenda, examination calendar, academic calendar, transcript, mark sheet preparation etc. d. Annual rate contract proposals processing / tendering including e-tendering, e. Processing Research scheme proposals and scrutiny of Research scheme proposals at University/Government Level f. Handling files of various committees g. Involvement in admission process at University/Council Level/ convocation preparations etc. h. Organizing / attending meetings such as ZREAC / SAU Council/ Res. Council / SLTP /	40							

5	External Examination Duties (Invigilators. Question Paper Setting. Assessment of Answer Sheets) Acting as an External examiner (outside the university) for UG / PG / Diploma / Certificate course including paper setting, assessment, evaluation, Viva-voice as superintendent / assistant superintendent / centre in-charge/ Liasoning of SAUs' Administrative and Academic activities with Govt.etc./Member in Kisan Mela/ ZREAC/AGRESCO Committee. External selection committee member for recruitment / expert /thesis / dissertation evaluation from outside the University **API Weightage: 03 marks per activity / year**	12								
6	Organizing of Orientation Courses / Refresher courses / Research methodology / Training / Teaching – Learning – Evaluation Technology / Soft Skills Programmes / Faculty Development Programme etc. **API Weightage: 2.0 marks per activity / year**	04								
7	**Professional Development Activity:** Participated in Orientation Courses / Short Term Training Programme SSTP (of < 1 week duration) / Refresher courses / Research methodology / Training / Teaching – Learning – Evaluation Technology / NGM / Soft Skills Programmes / Faculty Development Programme / Scientific Exhibition or Show etc. Participated in Seminars / Conferences / Symposia / training School / Programme / Workshop **API Weightage: 02 marks per activity / year**	06								
	Total	50								

III. Research and Academic Contributions and Related Activities		API Weightage	Assessment Years						Total
			1st	2nd	3rd	4th	5th	6th	
1	**Research Papers Published in Referred Journals*** (*A Referred or peer-reviewed journal is one that has submitted most of its published articles for review by experts who are not part of the editorial staff. The numbers and kinds of manuscripts sent for review, the number of reviewers, the reviewing procedures and the use made of the reviewers' opinions may vary, and therefore each journal should publicly disclose its policies in the Instructions to Authors for the benefit of readers and potential authors.) 1. All the publications mentioned above should have been published as on the last date prescribed for submission of filled-in application. 2. The first three authors in all (he/she above cases will get full marks while the rest of the authors will get 50 per cent of the marks allotted to each item).	25 / publication							
2	**Research Papers Published in Non-referred* but recognized and reputed journals / periodicals (having ISBN / ISSN numbers)** (*Non-refereed materials such as Trade Journals or Magazines use less rigorous standards of screening prior to publication. In some publications, each article may be only screened by the publication's editor. While knowledgeable, no editor can be an authority on all the subject matter printed in a journal. Other non-refereed materials accept almost anything submitted in order to have something to print.) 1. All the publications mentioned above should have been published as on the last date prescribed for submission of filled-in application. 2. The first three authors in all (he/she above cases will get full marks while the rest of the authors will get 50 per cent of the marks allotted to each item).	15 / publication							
3	**Conference proceeding as full papers (only Abstract accepted not to be considered)**	15 / Publication							
4	**Research Publications / Books / Chapters / subject special publications** a. Books published by International publisher with an established peer review / chapters in knowledge based volumes in National based publications	50 marks per book / 15 marks per chapter / chapter editor							

	b. Subject books / Text books by National level publishes / local publishers (with ISBN or ISSN numbers) / state and central Govt. publishers through ICAR / University / Institute funded publication	30 marks per book / 10 marks per chapter / chapter editor							
	c. Subject based reading materials or exercise material for courses / proceedings / workshops published by University	20 marks as author or associate							
	d. Practical Manual / Question Bank / Vernacular articles / subject dictionary / booklet etc.	10 marks per activity							
5	a. Research Note / Abstracts / Short communication presented / published in Journal / Seminar / Symposium / Conferences / Training / workshops etc.	05 marks each							
	b. Research Bulletins / Extension Bulletins	04 marks each							
	c. Popular articles published in leading Dailies / Pamphlets / Institutional / Govt. Departmental / Periodicals / College magazine etc.	03 marks each							
6	International awards / Medal / recognition	10 marks each							
	National award/ medal/recognition	05 marks each							
	Best Poster/Oral presentation award at National Seminar/Symposium/Conference	05 marks each							
	Young Scientist Award	15 marks each							
	State (GAAS / PPSG / HSG and alike societies) / University award / medal / felicitation / recognition	05 marks each							
	Best Teacher Award	20 mark each							
	Note: *For Team Awards/Medals/ Recognitions the leader gets full marks and each Associate gets 50% of the marks mentioned above.*								
7	**Assets created for the University** Up to Rs. 50,000 = **04 mark/year** Rs. 50,001 to Rs. 1,00,000 = **06 mark/year** Rs. 1,00,001 to Rs. 2,00,000 = **08 mark/year** More than Rs. 2,00,000 = **10 mark/year**								

8	Major Advisor / Minor advisor / Advisor /Committee member for PG student allotted	Major Advisor / Advisor = 30 Marks / per student Minor advisor = 20 marks / student Committee member = 10 Marks for each Students							
9	a. Consultancy of the project (modulated with a minimum of Rs. 10 Lakhs)	**05 marks per each consultancy**							
	b. Consultancy of the project (modulized with more than Rs. 10 Lakhs)	**10 marks per each consultancy**							
10	Preparation/Amendments of Academic Regulations and General Regulations at council and Government Level.	**20 marks per activity**							

MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION UNDER CAS FROM STAGE – 1 TO STAGE – 6.

PART – A

GENERAL INFORMATION AND TEACHING / RESEARCH / EXTENSION / TECHNICAL ADMINISTRATION (This part is to be filled in by the candidates as per applicability).

> Application for _____ (ASSOCIATE PROFESSOR AND EQUIVALENT/ PROFESSOR AND EQUIVALENT)
>
> Please send 7 (SEVEN) copies of duly filled-in Performa

Date of First Appointment: _____

Date of Appointment in Present Cadre: _____

Present Pay scale: _____ Designation: _____

Date of last promotion: _____

Date of appearing before the last selection committee (if appeared) _____

Total self API score calculated _____

Office: _____, College: _____

Discipline and Department: _____,

Centre: _____

1.	Name (in BLOCK LETTERS)	:	
2.	Father's Name (in BLOCK LETTERS)	:	
3.	Date of Birth	:	
4	Address for Correspondence	:	e-mail ID: _____ Contact No. : _____
5	Academic Qualifications	:	

Sr. No.	Degree / Diploma	University / Board	College /Institute	Month / Year of passing	Class /Grade obtained

1	Ph. D.				
2	M. Phil.				
3	M. Sc. /M.V. Sc. / M. Tech.				
4	B. Sc. / B.V. Sc. / B. Tech.				
5	HSC or equivalent				
6	SSC				
7	Date of Ph. D. Degree Notification				

6.   Employment Record in respective SAUs : (Use Separate sheet if required)

Station / Centre (Place of work with full address)	Designation / Post Held	Scale of Pay	Period		Nature of duties
			From	To	

7.   Employment Record Outside University: (Use separate sheet if required)

Station / Centre (Place of work with full address)	Designation / Post Held	Scale of Pay	Period		Nature of duties
			From	To	

8. Period of deputation if any:

For service in other organizations:

Institution / place of work	Govt. / Quasi Govt.	Post held / designation	Period		Nature of Duties	Remarks & Orders of competent authority
			From	To		

For higher studies:

Institution / place of work	Deputed by University or self-study	Period		Degree Awarded	Year	Subject and Field of Specialization
		From	To			

9. Whether eligible for relaxation of length of service due to study leave

(Quote Authority): Yes / No (Please Tick)

If yes, state period of study leave eligible for counting of service:

Institution / place of work	Degree	Period		Total Period (DD/MM/YYYY)
		From (DD/MM/YYYY)	To (DD/MM/YYYY)	

10.   Orientation/Refresher Courses attended: (attach certificates):

Sr. No.	Particulars	Place	Duration	Sponsoring Agency	API Score

11. Any other Training Program/ Summer School/Workshop/QIP etc.: (attach certificates):

Sr. No.	Particulars	Place	Duration	Sponsoring Agency	API Score

12.   Summary of API Scores

Sr. No.	Criteria	Total API Score / Year	Minimum Required / Year	Total Assessment Period	Total Score for Assessment Period
i.	Category I (A+B+C+D)	125	75		
ii.	Category II	50	15		
iii.	Category I + II	100			
iv.	Category III	As per Table 2			

VERIFICATION OF API SCORE AS PER FACTUAL INFORMATION

For the Assessment Period: _____

Criteria/Activities	Criteria/Activities	API Total (Self-Appraisal)	API Total (Verified)
Category I	Teaching (T)		
	Research (R)		
	Extension (E)		
	Technical Administration (T. A)		
	Subtotal (Maximum)		
	Minimum API Score required (for category I)	75	
Category II	Co-curricular and Professional Development Related Activities		
	Minimum API Score required (for category II)	15	
Total Minimum API Score required in Category I+II		100	
Category III	**Score (applicability as per table 2)**		

Name of the Applicant: _____

Name of the post for which applied: _____

Present Pay Scale: _____

Other Relevant Information

Please give details of any other credential, significant contributions, awards received etc. not mentioned earlier

Sr. No.	Details (Mention Year, Value etc. where relevant)

LIST OF ENCLOSURES: (Please attach, copies of certificates, sanction orders, papers etc. wherever necessary)

1.   6.

2.   7.

3.   8.

4.   9.

5.   10.

I certify that the information provided is correct as per records available with the University and / or documents enclosed along with the duly filled PBAS Performa.

Date:

Place: **Signature of Applicant**

Declaration

Certified that all the information, facts and documents submitted with this application are true and correct and if found incorrect/false, my candidature for the same may be cancelled and the decision of the university shall be final and binding.

Date: _____   **Signature of the Candidate**

Instructions:

1. The PBAS format should be sent only typewritten in a computer. Hand written PBAS or PBAS in any other format will not be accepted. The MS-Word file will be provided on request to registrar@aau.in. All formats are in tables and hence you may add rows in the PBAS format at relevant places while filling up.

2. Guidelines issued by the University should be scrupulously followed while filling up the Performa. Please look for regular updates at www.aau.in in this regard.

3. The HoDs/UOs are requested to ensure that data for Category I and II are provided only for the Assessment period (Separate formats should be filled up for each period) and for Category III. Application with insufficient information will be returned for correction by the individuals concerned.

4. Activities in addition to what has been mentioned may also be provided in the PBAS Performa under any other. Explain these in quantitative terms.

5. For publications, provide only the first page. If you claim as the corresponding author, it should be mentioned clearly in the publications itself. Else, the claim will not be considered.

6. Applicants who were on maternity leave during above period may also clearly mention same in the format for Category I and II along with leave approval letter. The screening committee shall decide on points with the approval of the University.

7. Every page of PBAS must be signed by the applicant.

8. Last date for sending completed PBAS is _____.