

HIMACHAL PRADESH GOVERNMENT EDUCATION DEPARTMENT

ANNUAL PERFORMANCE BASED APPRAISAL

(with API scores bases on PBAS as per UGC Regulations 2010)

(FOR ASSISTANT PROFESSORS/ ASSOCIATE PROFESSORS OF PHYSICAL EDUCATION IN COLLEGE CADRE)

Name of the College through which ACR is submitted.....

Appraisal of work and conduct of Dr./Shri/Smt/Kumari

Submitted for the year/session

PART-I

PERSONAL DATA

(To be filled up by the Assistant Professor/ Associate Professor)

1. Full Name (in capital letter)
 2. Father/Husband name
 3. Employee Code
 4. subject for which Appointed.
 5. Date of appointment(in College Cadre)
 6. Current Designation
 7. Present Pay Band with Grade Pay
 8. Date of Promotion (if any, during past one year)
 9. Qualification:
(a) Academic Division
 - (b) Professional
 - (c) Research Degree
10. Date of Birth D D M M Y Y Y Y In words
- | | | | | | | | |
|--|--|--|--|--|--|--|--|
| | | | | | | | |
|--|--|--|--|--|--|--|--|
11. Permanent/Quasi-permanent/ Temporary/ Contract
 12. College/Colleges in which served during the year with specific duration.
 13. a)Roll no (with session) & Date of passing of Departmental Exam.....
 - b) Hindi subject: Cleared / exempted (mention details)
 14. Permanent Address(With Pin code)
 15. Land line telephone No. Mobile No.
 - Email:

(b) Any special effort made to improve classroom / ground / field / sports court etc. instructions.

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(c-i) How many assignments and class tests did you give this year (For teaching subject)

Sr. No	Class	Number of assignments given to students	Number of class tests given to students	Refer the verifiable record available in the College Office

(c-ii)

Name of Sport	Interclass / Inter Faculty / Inter College / Friendly Matches competitions held in Sports.

(d-i) Give details of **Academic Activities** organised in the college (For teaching subject).

Title of the activity	Brief Detail of activity

(d-ii) Give details of Sport activities organised in the college

Title of the activity	Brief Detail of activity

(e) Which new books relating to your subject did you read during the year?

.....(**Must attach a brief extract of about 50 words on the value content of the book.**)

(f) What are the vital problems of teaching before you, in order of importance.

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19 a-i) **DETAIL OF LAST YEAR ANNUAL EXAMINATION RESULTS :**

Class	Duration for which taught	Total No. of students appeared.	Passed	College pass %age	Univer Sity pass %age	Variation (+ / -) (col. 6-5)	Details of pass students				Reasons for Low %age, if any
							Div.I	Div.II	Div.III	Failed	
1	2	3	4	5	6	7	8	9	10	11	12

(a-ii) **DETAIL OF ACHIEVEMENTS IN SPORTS DURING ACADEMIC YEARS:**

Sr. No.	Name of Sport	Name of Tournament	Prize / Laurels / Medals won in competition	Remarks, if any (Individual / team participant)
1				
2				
3				
4				
5				

20. i) Whether acquired any degrees or fresh academic / professional qualifications during the year ? If “ YES ” mention the name of the degree, year of passing, institution from which passed etc.

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ii)Academic Staff College Orientation/ Refresher Course / Summer School attended during the year:

Name of the Summer School / Refresher / Orientation Course with sponsoring Agency	Place of summer school / ASC where the course was attended	Duration of school / course	RC / OC No. with title.

21. Are you doing any Research work? if yes, provide following details.

Topic title of Research Project	Name of the Univ./ Institution Registered with	Nature of Project Minor/ Major/ Doctoral/ Post Doctoral	Present status of Research work / Project

22. Did you receive any honour, prize or award during the year ? If “yes” give details.

23. Are you satisfied with your present position / pay ?
If not, do you want to change the profession? Give reasons.

24. Any other significant point which is not covered above

PART-II : SECTION-II

ANNUAL SELF-ASSESSMENT FOR THE PERFORMANCE BASED APPRAISAL SYSTEM

(PBAS) FOR THE SESSION/ YEAR

(To be completed and submitted at the end of each academic year)

Part-A: Academic Performance Indicators

(Please see detailed instructions of this PBAS Proforma before filling out this section)

25.CATEGORY: I, TEACHING, TRAINING, SPORTS PERSON DEVELOPMENT AND SPORTS MANAGEMENT ACTIVITIES.

- (i) Management of Physical Education and Sports Programme for students (Planning, executing and evaluating the policies in Physical Education and Sports(**20 point**), Lecture cum practice based athlete / sports classes, seminars undertaken as percentage of allotted hours(**20 point**), (**Maximum Point 40**).

S.No	Course/ Paper	Level	Mode of Teaching*	No. of classes per week allotted	No. of classes conducted	% of classes/ practicals taken as per documented record.

*Lecture(L), Seminar(S), Tutorial(T), Practical(P), Contract Hours(C)

		API Score
Classes Taken (Max. Score 40 for 100% performance & proportionate score upto 80% performance, below which no score may be given)		

- (ii) Extending services, sports facilities and training on holidays to the institutions and organisations. (**Max. Score 10**)

S.No.	Course / Paper	Consulted	Prescribed	Additional Resource Provided
API score based on preparation and imparting of knowledge / instruction as per curriculum & syllabus enrichment by providing additional resources to students (Max.Score:10)				API Score

- (iii) Organising and conducting sports and games competitions at the International / National / State / Inter University / Inter Zonal level(25 points), Organising and conducting coaching camps / sports person development / training programme(15 point), (Maximum Score 40).

S. No.	Short Description	API Score
	Total Score (Max. 40)	

- (iv) Up-gradation of scientific and technological knowledge in Physical Education and Sports(5 points), Identifying sports talents and Mentoring sports excellence among students(10 points). (Maximum Score 20)

	Total Score (Max. 20)	

- (V) Development and maintenance of play fields, purchase and maintenance of the other sports facilities(Max. 15).

	Total Score (Max. 15)	

26. CATEGORY:II. CO-CURRICULAR, EXTENSION, PROFESSIONAL DEVELOPMENT RETALTED ACTIVITIES.

Please mention your contribution to any of the following:-

S. No.	Type of Activity	Average Hours / week	API Score
	(i) Student related co-curricular, extension and field based activities (such Cultural exchange and Sports Programmes (Various level of extramurals and intramural programmes); extension work through NSS / NCC and other channels.		
	Total (Max. 20)		
	(ii) Contribution to Corporate life and management of sports units and institution through participation in sports and administrative committees and responsibilities.	Yearly / Semester wise responsibilities	API Score
	Total (Max.15)		

(ii) **Full Papers in conference Proceedings**

S.No.	Title with page Nos	Details of Conference Publication	ISSN/ISBN No.	No. of Co-authors	Whether you are the main author	API Score

(iii) **Books Published as single / co-author or as editor**

S.No.	Title with page Nos	Type of Book & Authorship	Publisher & ISSN/ ISBN No.	Whether peer reviewed.	No. of Co-authors	Whether you are the main author	API Score

C Ongoing and Completed Research Projects and Consultancies

(c) (i&ii) **Ongoing Projects / Consultancies**

S. No	Title	Agency	Period	Grant / Amount Mobilized (Rs Lakh)	API Score

(c) (iii&iv) **Completed Projects / Consultancies**

S. No	Title	Agency	Period	Grant / Amount Mobilized (Rs Lakh)	Whether policy document / patent as outcome	API Score

D Research Guidance

S. No.	Number Enrolled	Thesis Submitted	Degree awarded	API Score
M.Phil or equivalent				
Ph.D or equivalent				

E (i) Training Courses, Teaching-Learning-Evaluation Technology Programmes, Faculty Development Programmes (Not less than one week duration)

S. No.	Programme	Duration	Organised by	API Score

E (ii) Papers presented in Conferences, Seminars, Workshops, Symposia

S. No.	Title of the Paper presented	Title of Conference Seminar	Organised by	Whether international / National / State / Regional / College or University level	API Score

E (iii) Invited Lectures and Chairmanships at national or international conference / seminar etc.

S. No.	Title of the Lecture / Academic Session	Title of Conference Seminar etc.	Organised by	Whether international / National	API Score

28. SUMMARY OF API SCORES

	Criteria	Last Academic Year	Total- API Score for Assessment Period
I	Teaching, Training, Sports Person Development and Sports Management Activities. Total Max. Score = 125; Min. Score required = 75		
II	Co-curricular, Extension, Professional development Activities. Total Max. Score = 25; Min. Score required = 15		
	Total I+II Min. Total Annual Score under categories I&II= 100		
III	Research and Academic Contribution For stage 1 to stage 2 : min. 5 / year, For stage 2 to 3 : min. 10 / year, For stage 3 to stage 4 : min. 15 / year, For stage 4 to stage 5 : min. 20 / year (where stage 4 to stage 5 : min. 20 / year (where stages 1,2,3,4, & 5 correspond to scales with AGP of Rs. 6000, 7000, 8000, 9000 & 10000 respect).		

29.

PART B: OTHER RELEVANT INFORMATION

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

S.No.	

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 college and documents enclosed along with the duly filled PBAS Proforma.

Place:
Date:

Signature of the reported on officer
Designation,

I certify that the information mentioned by the teacher in the self appraisal (Section I & II) above is correct and all the relevant records, documents are available and maintained properly in the office of the Principal. It is specifically mentioned that I have personally verified the information recorded at serial number 22 of Part-II (Section-I), is complete and correct as per office record. I am fully satisfied with the reporting of the teacher.

Date:
Place:

Signature (with stamp) of Principal
Govt. Degree College.
Name of the Principal.....

In case the Principal is not satisfied with the reporting by the teacher in the self appraisal and thus not willing to certify (as mentioned above), then Principal must record below the reasons in writing for not certifying the reported self appraisal information as mentioned in Part-II (serial number 19 to serial number 34).

Date:
Place:

Signature (with stamp) of Principal
Govt. Degree College.
Name of the Principal.....

N.B: The Annual Self- Assessment Proforma duly filled alongwith all enclosures, submitted for CAS promotions will be verified by the college and information filed with the IQAC.

PART- III
(Section-I)
ASSESSMENT OF REPORTING OFFICER

With the reporting made by the teacher in self appraisal (Part-I & II) as well as the record maintained in the college office as well as API scores based on PBAS system of (Reporting Officer must confirm him / her self fully UGC regulations 2010.)

Note:- Assessment in this part should not be indicated by tick marking but should be clearly expressed in suitable words.

- 30.** Do you agree with the resume of work as indicated by the officer in Part-II of the report and in particular regarding the special achievement, if any mentioned by the office. If not indicate briefly the reasons for disagreeing with it and the extent of your disagreement.

31. STAGE OF HEALTH:

- (a) **Physical:**
 - (i) Energetic
 - (ii) Major Ailment, if any
- (b) **Mental:**
 - (i) Alert
 - (ii) Ailment, if any
- (c) **Emotional balance:**
 - (i) Is he claim and retains poise ?
 - (ii) Does he get provoked easily ?
 - (iii) Is he able to tolerate difference of Opinion?

32. INTELLIGENCY AND UNDERSTANDING:

- (a) Exceptional, has clear grasp of any matter,
- (b) Intelligent and grasps a point correctly
- (c) Just good enough.

33. QUALITY OF WORK:

- (i) ATTENTION TO DETAILS:
 - Accuracy in presentation
 - Thoroughness in analysis
 - (a) Most reliable and comprehensive
 - (b) Considers all relevant details.
 - (c) Just good enough
- (ii) ABILITY IN DISCUSSION AND CONSERVATION:
 - (a) Very effective and convincing
 - (b) Good and puts across his points clearly .
 - (c) Just good enough

34. ZEAL, DILIGENCE AND SENSE OF RESPONSIBILITY:
(a) Shows exceptional zeal and devotion to with excellent initiative.
(b) Hard working and conscientious
(c) Reasonably diligent with average initiative.

35. ABILITY TO INSPIRE CONFIDENCE AND TO GET BEST OUT OF HIS STUDENTS:
(a) Very Good
(b) Good.
(c) Average.

36. PUNCTUALITY AND ATTENDANCE:

(i) Period of EOL (if any) during the year (with dates)

(ii) Period of all other leave except casual leave (excluding EOL) (with dates)

(iii) Period of wilful absence (if any) (with dates)

37. OTHER OBSERVATIONS:
(This space may be utilised for remarks which Completes, corroborates, or supplements that has Been indicated above. This should not, however be used for merely repeating in vague terms what has already been stated. Specific points such as special accomplishment during the period under report and any other aspects not covered in the Proforma given above which the Reporting Officer considers worth mentioning may also be indicated here)

38. INTEGRITY:
(a) Nothing has come to my knowledge Which casts any reflection on his integrity? His general reputation for honest is good and I certify his integrity.
(b) His reputation is of doubtful nature.
(c) He has yet to establish his reputation.

39. Does he/she take interest in use of Hindi language in official work ?

40. His/her attitude towards the members of S.C. and S.T. community.

Signature of Reporting Officer
Name in block letter.....
Designation.....
Date.....

PART-III
(Section-II : API Score Evaluation)
ASSESSMENT OF REPORTING OFFICER

41. CATEGORY-I (of PART-II SECTION-II, Part – A)

Criteria Serial Number	Criteria Heading	Max. Score	API Score reported in self appraisal by the teacher.	REMARKS		
				Principal will clearly “agree” or “dis-agree” with the API Score reported in the self appraisal by the teacher in PART-II (Section-II), also mentioned in the previous column.		
				If Agreed	If Dis-agreed	
				Principal must reproduce the score reported by the teacher in the previous column as self assessment / appraisal.	Mention Reasons	Also Mention API Score of the teacher as assessed by the Principal
(i) a	Management of Physical Education and Sports Programme for students (Planning, executing and evaluating the policies in Physical Education and Sports)	20				
(i) b	Lecture cum practice based athlete / sports classed, seminars undertaken as percentage of allotted hours.	20				
(ii)	Extending services, sports facilities and training on holidays to the institutions and organisations.	10				
(iii) a	Organising and conducting sports games competitions at the International / National / State / Inter University / Inter Zonal levels.	25				
(iii) b	Organising and conducting coaching camps / sports person development / training programmes.	15				

(iv) a	Up gradation of scientific and technological knowledge in Physical Education and Sports.	05				
(iv) b	Identifying sports talents and Mentoring sports excellence among students.	10				
v	Development and maintenance of play fields, purchase and maintenance of the other sports facilities.	15				
	Total Score (Minimum API Score required is 75)	125				

42. CATEGORY-II (of PART-II SECTION-II, Part – A)

Criteria Serial Number	Criteria Heading	Max. Score	API Score reported in self appraisal.	REMARKS		
				Principal will clearly “agree” or “dis-agree” with the API Score reported in the self appraisal by the teacher in PART-II (Section-II), also mentioned in the previous column.		
				Agree	Dis-agree	
				No API score to be assessed by the Principal. (Simply write agree)	Mention Reasons	Also Mention API Score of the teacher as assessed by the Principal
(i)	Students related co-curricular, extension and field based activities.	20				
(ii)	Contribution to Corporate life and Management of sports units and institutions.	15				
(iii)	Professional Development Activities	15				
	Total Score (I+II+III) (Max. 25) (Minimum API Score required is 15)	25				

43. CATEGORY-III (of PART-II SECTION-II, Part – A)

Criteria Serial Number	Criteria Head	Criteria Head details	Max. Score	API Score reported in self appraisal.	REMARKS		
					Principal will clearly “agree” or “dis-agree” with the API Score reported in the self appraisal by the teacher in PART-II (Section-II), also mentioned in the previous column.		
					Agree	Dis-agree	
					No API score to be assessed by the Principal. (Simply write agree)	Mention Reasons	Also Mention API Score of the teacher as assessed by the Principal
a	Research Publication (Journals)	Refereed Journals*	15 / publication				
		Non-refereed but recognised and reputed journals and periodicals having ISBN / ISSN numbers	10 / publication				
		Full papers in conference proceedings, etc.*	10 / publication				
b (i)	Research Publications (books, hapters in books, other than refereed journal articles)	Text or Reference Books Published by International Publishers**	50 / sole author, 10 / chapter in an edited book.				
		Text or Reference Books Published by National / Central / State Government / Societies**	25 / sole author, 5 / chapter in edited books				
		Subject Books by other local publishers with ISBN / ISSN numbers**	15 / sole author, 3 / chapter in edited books.				

		Chapters in knowledge based volumes in Indian / National level publishers with ISBN / ISSN numbers and with numbers of national and international directories**	5 / chapter				
* For Joint Research papers, the First / Principal author will share 60%, while the rest joint authors will share the 40% of API scores.							
** Scores (50 / 25 / 10 / 03 whatever the case may be) to be shared equally by all authors.							
C (i)	Sponsored projects carried out / ongoing	Major Projects / Events amount mobilised with grants above 5 lakhs.	20 / each project				
		Major Projects / Events amount mobilised with minimum of 4 / lakhs upto 5 / lakhs.	15 / each major project				
		Minor Projects from central / state funding agencies with grants below 4 / lakhs	10 / each minor project				
C (ii)	Consultancy Projects carried out / ongoing	Amount mobilised with minimum of Rs 10 lakh.	10 / every Rs.5 lakhs and 2 / every Rs. 1 lakh.				
C (iii)	Completed Projects quality evaluation	Completed Project Report (Accepted by funding agency)	20 / each major project and 10 / each minor project.				
C (iv)	Projects Outcome / Outputs	Policy document of Govt. Bodies at Central and State level.	30 / each national level output or outcome for National patents etc. /				

			50 / each for internati onal patents.				
D (i)	Research Guidance M.Phil	Degree awarded only	3 / each candidate				
D (ii)	Research Guidance Ph.D	Degree awarded	10 / each candidate				
		Thesis Submitted	7 / each candidate				
E (i)	Research Methodology / Training / Coaching Workshops	Research Methodology / Training / Coaching programme (Not less than three weeks) Workshops of not less than one week.	20 / each				
E (ii)	Papers in Conferences / Seminars / workshops etc.	(a) International conference	10 / each				
		(b) National	7.5 / each				
		(c) Regional / State Level	5 / each				
		(d) Local- University / College level	3 / each				
E (iii)	Invitations for conferences / seminars / workshops / symposia to deliver lecturers / chair sessions.	International	10 / each				
		National level	7.5 / each				
		State level / Regional	5 / each				
		University / College level Endowment lecturers.	5 / each				
Total						*****	

44. SUMMARY OF API SCORES

	Criteria	Last Academic Year	Total- API Score for Assessment Period reported in self appraisal	Annual Av. API Score for Assessment Period reported in self appraisal	Total- API Score reported by Principal (total of agreed score + total score assessed by Principal after disagreeing)	Annual Av. API Score for Assessment Period reported by the Principal

I	Teaching, Training, Sports Person Development and Sports Management Activities.					
II	Co-curricular, Extension, Professional development Activities.					
	Total I+II					
III	Research and Academic Contribution					

N.B. 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 finalised by the screening / selection committee.

45.OVER ALL ASSEMENT OF PART-III

Name of Employee / Teacher
 Designation
 Subject for which approved
 Employee Code

The remarks are being made on the basis of self appraisal reported by the teacher in PART-III: Section-I and subsequent assessment recorded by me in PART-III: Section-II of the ACR. I especially certify that I am fully aware of the reporting made by the teacher in self appraisal as well as the certifications made by me in PART-B (of PART-II: Section-II) of this ACR, and have genuinely assessed it with full attention on every aspect that has been reported.

In my assessment the overall grading of the teacher is.....

(Below Average / Average / Good / Very Good / Excellent)

Signature of Reporting Officer
 Name in block letter.....
 Designation.....
 Date.....

PART-IV- SEC.I

46. REVIEWING REMARKS OF THE SCREENING CUM EVALUATION COMMITTEE

On API score of the Teacher after **Screening and Evaluation** of the Self Appraisal (under PART-II Sec.-I & Sec.-II) as well as Assessment of Principal (under PART-III Sec.-I & Sec.-II).

Teacher Name
.....Designation.....
Employee Code.....Subject for which appointed..... Present Basic Pay.....Present AGP.....Date from which the present AGP has been awarded.....

FINAL SUMMARY OF API SCORE AFTER SCREENING AND EVALUATION

	Criteria	Last Academic year	Total-API score for Assessment period	Total- API Score	Total API Score for Assessment period
			Reported in self appraisal	Reported by the Principal	By Screening cum Evaluation Committee
I	Teaching, Training, Sports Person Development and Sports Management Activities. Total Max. Score=125; Min. required= 75				
II	Co-curricular, Extension, Professional Development Activities. Total Max. Score=25; Min. required= 15				
	Total I+II Min. Total Annual Score under categories I&II= 100				
III	Research and Academic Contribution For state 1 to stage 2: min. 5/ year, For stage 2 to stage 3: min. 10/ year, For stage 4 to stage 5 : min. 20 / year (where stages 1,2,3,4&5 correspond to scales with AGP of Rs. 6000, 7000, 8000, 9000 & 10000, respect.)				

OVERALL PERFORMANCE IN PERCENTAGE

Note:-

1. Any performance of the teacher in category I+II with API score as 150 (the maximum allowed) and the score in category III is at least 20 more than the minimum required (at the stage of Grade Pay, the concerned teacher is getting) shall be considered as PERFORMANCE more than 100%.
2. Any performance of the teacher in category I+II with API score as 150 (the Maximum allowed) and the score in category III is at least 10 to 19 more than the minimum required (at the stage of Grade Pay, the concerned teacher is getting) shall be considered as PERFORMANCE 100%.
3. Any performance of the teacher in category I+II with API score as 100 (the Minimum required) and score in category III is also the minimum as required to be achieved (at the stage of Grade Pay the teacher

concerned is getting) shall be considered as PERFORMANCE 60%

- 4. Any performance of the teacher with API score which is more than what is mentioned in Note 3 above but less than what is mentioned in Note above shall be considered as PERFORMANCE more than 60%.
- 5. Any performance of the teacher with API score less than what is mentioned in Note 3 above shall be considered as PERFORMANCE less than 60%.

6. The performance % will be recorded as mentioned below:-

- i) PERFORMANCE is less than 60%
- ii) PERFORMANCE is 60%
- iii) PERFORMANCE is more than 60%
- iv) PERFORMANCE is 100%
- v) PERFORMANCE is more than 100%

The overall performance of the teacher ispercent.

Report of Screening-cum-Evaluation Committee

REMARKS

1) The API score of the teacher in category I, II & III.....QUALIFIES / FAILS TO QUALIFY
The minimum standard of UGC regulation 2012

2) The Committee..... AGREE / PARTIALLY AGREE / DO NOT AGREE
With the Self Assessment Report (if "do not agree" reasons may be given below)
(in PART-II Sec.II) by the Teacher

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3) The Assessment Report mentioned in (in PART-III Sec.-II) by the Principal, has been Considered and the Committee..... AGREE / PARTIALLY AGREE / DO NOT AGREE
With the remarks of the Principal (If "do not agree" reasons may be recorded below)

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4) The overall performance of the teacher **The overall performance of the teacher is** Percent (As per performance criteria on previous page)
The Screening cum Evaluation Committee with remarks mentioned above, holds the opinion that as per this screening and assessment report for the academic year.....the teacher is ELIGIBLE / NOT ELIGIBLE for promotion to the post of...../ placement in

next higher grade of Pay....., subject to the fulfilment of all eligibility conditions mentioned in UGC regulations(THE GAZETTE OF INDIA, SEPTEMBER 18, 2010) as well as all other Govt. norms and conditions.

Name and Designation of the Committee Member	Signature of the Committee Member
1.	
2.	
3.	
4.	
5.	
6.	

.....
 Signature of the Chairperson of the Committee
 (with Stamp)
 Namer.....
 Designation.....
 Date.....

PART-IV : Section-II

REMARKS OF THE REVIEWING OFFICER

47. Length of service under the Reviewing Officer

48. Do you agree with the Reporting Officer in regard to his remarks in the resume of the work done by the Officer as contained in Part-II of the report ? If not indicate briefly the reasons for disagreeing with the Reporting Officer and the extent of your disagreement.

49. **OVER ALL PERFORMANCE AND QUALITIES**
 (Excellent / Very Good / Good / Average / Below Average)

On the basis of :

- (i) Performance on the basis of PART-II (Sec.-I) And PART-III(Sec.-I)
- (ii) Performance on PBAS System (with API score) As per Review Report of screening-cum-Evaluation committee.

50 Has the Officer special characteristics and / or any outstanding merits or abilities which would justify his advancement and special selection for higher appointment out of turn ? If so, mention these characteristics briefly.

Signature of Reviewing Officer
Name in block letter.....
Designation
Date

51. Countersignature by the next higher officer with remarks, if any.

Signature of Countersigning Officer
Name in block letter.....
Designation.....
Date.....

Instructions for filling up Part B of the PBAS Proforma

Part B of the Proforma is based on Appendix III, Table IV of the UGC Regulations 2010. It is to be filled out for the recently completed academic year.

The Proforma is to be filled as per these tables and self assessment scores given. For each category, maximum scores that can be given or carried forward is indicated in the Table.

The self assessment scores are further to be based on the indicators/ activities given below. Universities may modify the detailed indicators and related scores based on their experience and requirement without changing the score requirements assigned to categories and sub-categories in Appendix III, Table-IV.

NB. The self assessment scores are subject to verification by the College, and by the Screening cum Verification Committee or Selection Committee as the case may be.

1. Teaching, Training, Coaching, Sports Person Development and Sports Management Activities.

(i)

Management of Physical Education and Sports Programme for students (Planning, executing and evaluating the policies in Physical Education and Sports(20 point), Lecture cum practice based athlete / sports classes, seminars undertaken as percentage of allotted hours(20 point).	Max. Score: 40
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(ii)

Extending services, sports facilities and training on holidays to the institutions and organisations.	Max. Score:10
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(iii)

Organising and conducting sports and games competitions at the International / National / State / Inter University / Inter Zonal level(25 points), Organising and conducting coaching camps / sports person development / training programme(15 point),	Maximum Score :40
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(iv)

Up-gradation of scientific and technological knowledge in Physical Education and Sports(5 points), Identifying sports talents and Mentoring sports excellence among students (10 points).	Maximum Score : 20
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(v)

Development and maintenance of play fields, purchase and maintenance of the other sports facilities.	Maximum Score: 15
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II: Co-curricular, Extension and Professional Development Related Activities.

(i)

Student related co-curricular, extension and field based activities (such Cultural exchange and Sports Programmes (Various level of extramurals and intramural programmes); extension work through NSS / NCC and other channels.	Maximum Score : 20
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(ii)

Contribution to Corporate life and management of sports units and institution through participation in sports and administrative committees and responsibilities.	Maximum Score: 15
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(iii)

Professional Development Activities(such as participation in seminars, conferences, short term training courses, camps and events, talks, lectures, membership of associations, dissemination and general articles, not covered in Category-III below)	Maximum Score: 15
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CATEGORY:III. Research and Publications and Academic Contributions

This is to be filled as per Appendix III Table-IV, Category III of the UGC Regulations 2010.

Wherever the research contribution is jointly made, the API scores should be shared between the contributors as per the formula provided in the Table-IV.

III. Summary of API Scores

The summary must take into account the maximum score limits for each set of indicators as given in Appendix III, Table -IV

IV. Similar PBAS Proforma could be developed by the College for the Cadres of Librarian college cadre based on the API Scoring pattern outlined in Appendix III: Table-IV to IX of the UGC- Regulations, 2010.

