



UNIVERSITY OF AGRICULTURAL SCIENCES, BANGALORE

Administrative Office, GKVK, Bangalore – 560 065.

No.AO/RT/Guidelines & Score-card/CAS-2006/2013-14

Dated: 25th April, 2013

Notification

Sub: Guidelines and Score-card for Promotion of Teachers, Librarians and equivalent cadres in the UAS, Bangalore under Career Advancement Scheme-2006 w.e.f. 1-7-2010.

- Ref:**
1. UGC No. F.3-1/2009 dated 30 June, 2010, endorsed by ICAR vide F.No.1(01)/2009-Per-IV dated: 2nd August, 2010.
 2. Minutes of the 173rd Meeting of the Academic Council, UAS-B, held on 17-12-2012, Additional Item-4.
 3. Minutes of the 350th Meeting of the Board of Management, UAS-B, held on 18-12-2012, Additional Item-7.
 4. Approval of the Vice-Chancellor, UAS, Bangalore, dated: 24-4-2013.

1.1 Minimum requirements for promotion of teachers under Career Advancement Scheme, 2006.

Sl. No.	Particulars	For promotions to			
		Assistant Professor (Pay band of `15600-39100 and AGP of `7000)	Assistant Professor (Pay band of `15600-39100 and AGP of `8000)	Associate Professor (Pay band of `37400-67000 and AGP of `9000)	Professor (Pay band of `37400-67000 and AGP of `10000)
1.	Service requirements	Assistant Professor (Pay band of `15600-39100 and AGP of `6000) completing four years with Ph.D. or five years with M.Phil. or six years without M.Phil. or Ph.D.	Assistant Professor (Pay band of `15600-39100 and AGP of `7000) completing five years	Assistant Professor (Pay band of `15600-39100 and AGP of `8000) completing three years	Associate Professor (Pay band of `37400-67000 and AGP of `9000) completing three years
2.	Summer / Winter / Refresher Courses during assessment period	One of 10 days and above duration	One of 5days and above duration	One of 5days & above duration	-

3.	Publications in NAAS rated/ refereed journals	-	-	A minimum of five publications after being placed in the AGP of `6000 to `8000.	At least three publications after being placed in the AGP of `8000 and `9000.
4.	Committee for evaluation	Screening-cum-Evaluation Committee		Selection Committee	
5.	Minimum scores during the assessment period	60	65	70 (Inclusive of interview marks)	70 (Inclusive of interview marks)

1.2 Minimum requirements for promotion of Library Cadres under Career Advancement Scheme, 2006

Sl. No.	Particulars	For promotions to		
		Assistant Librarian (Pay band of `15600-39100 and AGP of `7000)	Assistant Librarian (Pay band of `15600-39100 and AGP of `8000)	Deputy Librarian (Pay band of `37400-67000 and AGP of `9000)
1.	Service requirements	Assistant Librarian (Pay band of `15600-39100 and AGP of `6000) completing four years with Ph.D. or five years with M.Phil. or Six years without M.Phil. or Ph.D.	Assistant Librarian (Pay band of `15600-39100 and AGP of `7000) completing five years	Assistant Librarian/ Deputy Librarian (Pay band of `15600-39100 and AGP of `8000) completing three years
2.	Summer / Winter / Refresher Courses during assessment period	One of 10 days and above duration	One of 5 days and above duration	One of 5 days & above duration.
3.	Publications in refereed journals	-	-	At least three publications in the AGP of `6000 to `8000.
4.	Committee for evaluation	Screening-cum-Evaluation Committee		Selection Committee
5.	Minimum scores during the assessment period	60	65	70 (Inclusive of interview marks)

- 1.3** The overall promotion procedure shall incorporate transparent, objective and credible methodology of analysis of the merit and credentials of the applicants based on weightages given to the performance of the candidate in different relevant dimensions and his/her performance on a scoring system proforma, in prescribed score card.
- 1.4** (i) Evaluation of research publications shall be as per prescribed Score Card. Popular articles, if any, published by the candidates shall be considered only in the concerned discipline/assigned work. Appropriate weightage for such publications shall be given as per the score card.
- (ii) At the time of assessing the quality of publications of the candidates during their promotions, the committee shall have to be provided with the publications, which could be considered by the committee constituted for the purpose.
- 1.5** The process of promotions should involve inviting the biodata with duly filled score card based template and reprints of requisite number of publications of candidates, wherever necessary.
- The publications submitted by the candidate shall be provided to the subject experts for assessment before the interview and the evaluation score of the publications provided by the experts shall be factored into the weightage scores while finalizing the outcome of promotion by the committee.
- 1.6** A teacher who wishes to be considered for promotion under CAS may submit in writing to the University on or after the date of eligibility, that he/she fulfils all qualifications under CAS and submit to the University the Score card based work done report, duly supported by all credentials. In order to avoid delays in holding Committee meetings in various positions under CAS, the University should immediately initiate the process of screening/selection, and shall complete the process within six months from the date of application. If a teacher submits the bio-data for assessment for promotion after the date of eligibility due to any reason, the date of eligibility for promotion will be the date of submission of bio-data for promotion. Further, in order to avoid any hardships, candidates who fulfill all other criteria mentioned in these Regulations, as on 24 March, 2010 and till the date on which this Regulation is notified, can be considered for promotion from the date, on or after 24 March 2010, on which they fulfill these eligibility conditions, provided as mentioned above.
- 1.7** A teacher shall have earned annual increments regularly during the assessment period for CAS promotions.
- 1.8** Candidates who do not fulfill the minimum score requirement under the Score card based system will have to be re-assessed only after a minimum period of one year. The date of promotion shall be the date on which he/she has successfully got re-assessed.
- 1.9** CAS promotions from a lower grade to a higher grade of Assistant Professor shall be conducted by a "Screening cum Evaluation Committee" adhering to the Score Card system.
- 1.10** The "Screening cum Evaluation Committee" for CAS promotion of Assistant Professors from AGP of `6000 to `7000 and from `7000 to `8000 shall consist of:
- a. The Vice Chancellor as the Chairperson
 - b. One of the Directors / Deans
 - c. The concerned University Head of the Department and
 - d. One subject expert in the concerned subject nominated by the Vice-Chancellor.

The quorum for the committee meeting shall be three including the subject expert and the Chairperson.

- 1.11** The Screening cum Evaluation Committee on verification / evaluation of score secured by the candidate through Score card system shall recommend to the Board of Management about the suitability for the promotion of the candidate(s) under CAS for implementation.
- 1.12** The composition of the Selection Committee for promotion from AGP of `8000 to `9000 and from `9000 to `10000 shall be similar to that for direct recruitments, **provided that no teacher other than those with PhD shall be promoted or appointed as Professor.**
- 1.13** All the procedures outlined above, shall be completed on the day of the selection committee meeting, wherein the minutes are recorded along with scores obtained and recommendation made on the basis of merit and duly signed by all members of the committee in the minutes.
- 1.14** CAS promotions being a personal promotion to the incumbent teacher holding a substantive sanctioned post, on superannuation of the individual incumbent, the said post shall revert back to its original cadre.
- 1.15** The incumbent teacher must be on roll and active service of the University on the date of consideration by the Committee for CAS Promotion. However, if the assessment of the teacher/ scientist is delayed he/ she may be considered for promotion even after retirement.
- 1.16** (a) If a candidate applies 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 fulfills 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.
- 1.2.1** Ten percent of the positions of sanctioned posts of Professors in the University may be upgraded to the new HAG scale of `67,000- `79,000/- (annual increment @ 3%) with no grade pay and persons with a minimum of ten years of teaching/research/ extension experience as Professor 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 on satisfying the required minimum scores, assessed by a duly constituted Expert committee, and such teachers promoted to the higher grade shall continue to be designated as Professor (HAG). As this elevation to HAG scale for Professor is 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 like D.Sc., D.Litt., LID, etc.; patents and IPR on products and processes developed / technology transfer achieved in the case of teachers in science and technology.

The selection is to be conducted by the University by receiving duly filled-in proforma from eligible professors based on seniority, three times in number of the available vacancies. In case the number of candidates available is less than three times the number of vacancies, the zone of consideration will be limited to the actual number of candidates

available. The assessment process shall be through an Expert-Committee evaluation of all credentials submitted. The Expert Committee shall comprise three persons of eminence in the concerned subjects who either are serving or retired and of the rank not below Deans/Directors/Vice-Chancellors or equivalent cadres. All the Experts of the Committee shall explicitly mention in their recommendation whether the candidate is eligible for placing in the new HAG scale (.67000-79000 without any AGP). The names of all the recommended candidates will be pooled at the University level and based on seniority and the availability of the number of posts, the University shall place the candidates in the new HAG scale (.67000-79000 without any AGP). The candidates whose names have been recommended for placement in the new HAG scale (.67000-79000 without any AGP), but not considered for want of vacancies, shall be kept in reserve for a further period of three years and shall be placed in the new HAG scale (.67000-79000 without any AGP) as and when vacancies arise. If any candidate is not recommended by the Committee for placement in the new HAG scale (.67000-79000 without any AGP), he/she may apply once again after a gap of three years. No separate interview need to be conducted for this category.

- 1.3** The PPMC shall act as Internal Quality Assurance Cell (IQAC) in the University with Vice Chancellor as chairperson. The IQAC shall act as the documentation and record-keeping Cell for the university.

2. DUTIES, RESPONSIBILITIES AND LEAVE

2.1 Duties and Responsibilities of Teachers

The teachers in the University, including those in research and extension, shall perform the duties as assigned by the University from time to time. The following are indicative duties and not exhaustive which the teachers have to perform in the University.

- a) Offering courses as decided by the University Head of the Department.
- b) Advising Post Graduate students.
- c) Conducting examinations, evaluation of papers and declaration of results.
- d) Invigilators in the course examinations and other examinations conducted by the College.
- e) Acting as External Examiners both for evaluation of thesis as well as setting and evaluation of answer papers from other Universities.
- f) Acting as PG Coordinator and in-charge of PG seminar.
- g) Scrutinizers of grades and results.
- h) Attending PG seminars and colloquia.
- i) Staff Advisors
- j) Tour Leaders, Students' Counsellors
- k) Chief Warden/Warden
- l) NCC/NSS Officers
- m) Supervisors during the RAWE and Experiential Learning Programme, Training Programmes and Internships.
- n) Conducting experiments for research projects.
- o) Attending all meetings as and when convened by the Head of the Department/ Controlling Officers/ any other Officers of the University.
- p) Assisting the Controlling Officer in conducting extra-curricular activities.
- q) Acting as Resource Persons in Summer Courses/ Training Programmes conducted in the University.
- r) Conducting demonstrations and other extension activities.
- s) Responding to the farmers' queries about the solutions to their problems.
- t) Farm Management
- u) Duties as Members of different Committees constituted by the University Authorities.
- v) Any other work assigned by the Controlling Officers/ University.

2.2 Leave: The teachers in the University are entitled to the privileges of leave as prescribed in KCSRs from time to time, in addition to those mentioned in the Statutes.

3. COUNTING OF PAST SERVICES FOR PROMOTION UNDER CAS-2006

Previous regular service, whether national or international, as Assistant Professor, Associate Professor or Professor or equivalent in a University, College, National Laboratories or other scientific/professional Organizations such as the CSIR, ICAR, DRDO, UGC, ICSSR, ICHR, ICMR, DBT, etc., should be counted for direct recruitment and promotion under CAS of a teacher as Assistant Professor, Associate Professor, Professor, provided that:

- (a) The essential qualifications of the post held were not lower than the qualifications prescribed by the UGC for Assistant Professor, Associate Professor and Professor as the case may be.
- (b) The post is/was in an equivalent grade or of the pre-revised scale of pay as the post of Assistant Professor (Lecturer), Associate Professor (Reader) and Professor.
- (c) The candidate for direct recruitment has applied through proper channel only.
- (d) The concerned Assistant Professor, Associate Professor and Professor should possess the same minimum qualifications as prescribed by the UGC for appointment to the post of Assistant Professor, Associate Professor and Professor, as the case may be.
- (e) The post was filled in accordance with the prescribed selection procedure as laid down in the Regulations of University/State Government/Central Government/ Concerned Institutions, for such appointments.
- (f) The previous appointment was not as guest lecturer for any duration, or an ad-hoc or in a leave vacancy of less than one year duration. Ad hoc or temporary service of more than one year duration can be counted provided that:
 - (i) the period of service was of more than one year duration;
 - (ii) the incumbent was appointed on the recommendation of duly constituted Selection Committee; and
 - (iii) the incumbent was selected to the permanent post in continuation to the ad-hoc or temporary service, without any break.
- (g) No distinction should be made with reference to the nature of management of the institution where previous service was rendered (private/local body/ Government), for counting past services under this clause.

4. PERIOD OF PROBATION AND CONFIRMATION

- 4.1 The minimum period of probation shall be one year extendable by a maximum period of one more year in case of unsatisfactory performance.
- 4.2 The confirmation at the end of one year shall be based on satisfactory work done by the candidate.
- 4.3 It is obligatory on the part of the University to issue an order of confirmation to the incumbents within 60 days of completion of probationary period after due process of verification of satisfactory performance after submitting the application.
- 4.4 Probation and confirmation rules are applicable only at the initial stage of recruitment, issued from time to time.

5. CREATION AND FILLING UP OF POSTS OF TEACHERS

With the approval of the Government, posts of teachers in University, as far as feasible, may be created in a pyramidal order, that is, for instance, for one post of Professor, there shall be two posts of Associate Professors and four posts of Assistant Professors, per department.

Sd/-

Administrative Officer

CAREER ADVANCEMENT SCHEME – 2006

PROPOSED SCORE CARD FOR ASSESSMENT OF ASSISTANT PROFESSORS IN THE PAY BAND OF `15600-39100

- (i) to move from AGP `6000 to AGP ` 7000
(ii) to move from AGP ` 7000 to AGP ` 8000

**I. Specific Achievements in Teaching/Research/Extension work during
Assessment Period (the activities to be certified by competent authority). Max. Marks: 50**

1. Teaching	
a)(i) UG / PG / Diploma course offered in his /her HQ	1.00 mark/credit hour
(ii) UG / PG / Diploma course offered outside his/her HQ	1.50 mark/credit hour
(iii) Experiential Learning courses, HOT / RAWE / Industrial Training	0.50 marks per credit hour
b) Guidance to PG students as Chairman of the Advisory Committee	
i) M.Sc. students	1.00 mark / student
ii) Ph.D. students	1.50 marks / student
c) As Member of the Advisory Committee of M.Sc. and Ph.D. degree students	0.50 mark / student
d) Teaching aids developed (laboratory manuals, RAWE manuals, AV Aids, e- notes developed etc.)	0.50 mark for each
e) Acting as External Examiner for UG/PG examinations (which includes paper setting, paper corrections, conducting viva-voce etc.)	0.50 marks for each activity/ year
2. Research	
a) i) Trials/Experiments/Studies conducted / Testing successfully conducted	2.00 marks/activity
ii) Nucleus/ Breeder seeds produced up to a quintal	2.00 marks
iii) Foundation seed / Certified / TL Seeds produced	1.00 mark/ton (Max. 10.00)
iv) Planting material produced per 1000 numbers	1.00 mark/1000 numbers (Max. 10.00)
	(50% marks for Co- PI's/ Members)
b) Ad-hoc Projects (Externally funded) - for each project budget outlay	
i) Projects which have been obtained by the teacher on competitive mode	0.50 mark/ `1 lakh outlay (Max.10 marks)
ii) Institutional projects assigned by the University	0.25 mark/ `1 lakh outlay (Max.10 marks)
	(50% marks for Co-PI's/Members)
c) i) Patents / varieties / hybrids developed and released	As PI – 5.0 marks for each As Co-PI– 2.5 marks for each
ii) Prototypes / Technology developed	As PI – 4.0 marks for each As Co-PI– 2.0 marks for each
ii) Endorsement of notified varieties identified	As PI – 3.00 marks for each As Co-PI– 1.50 mark for each

d) i) Development of institutional facilities from external funds (Rs.1 lakh and above and other than 2 b) i & ii	As Leader- 3.0 marks / facility As Co-Leader-1.5 marks/facility
e) Compilation/preparation of Annual Research Report/QRT report	1.0 mark/year

3) Extension	
a) Transfer of Technologies i) Farm Trials/ Demonstrations/ On-Farm Testing / Campaign ii) Field Days/ Krishi Melas/Exhibitions/ Discussion Meetings / FFS and similar works iii) Consultancy services (based on endorsement by controlling Officer)	1.0 mark for each activity organized and 0.5 mark for participation 0.5 mark for each activity organized and 0.25 mark for participation 0.25 marks per consultancy (Max. 5.00 marks)
b) Training programmes / workshops organized i) Up to one week duration	i. Coordinator-1.0 mark each ii. Assoc. Coordinator – 0.5 mark each
ii) For more than one week duration	i. Coordinator-2.0 marks each ii. Assoc.Coord.-1.00 mark each
c) As Resource Person in the Training Programme / Refresher Course/ Winter/ Summer Schools/NSS/RAWE etc.	0.50 mark for each lecture delivered
d) Participating as Resource Person in bi-monthly Technical Workshop or campaign	0.50 mark per workshop/campaign attended
e) Diagnostic visit to farmers fields / family units / Radio / Television Talks	0.5 mark for each activity
f) Feedback to research based on which research projects have been proposed.	0.5 mark for each
g) Profit generated out of Revolving Fund a) Up to `50,000 b) `50,001 to `1,00,000 c) `1,00,001 to `2,00,000 d) More than `2,00,000 (Mutually exclusive from 2, a, iii & iv)	1.00 mark/year 1.50 marks/year 2.00 marks/year 3.00 marks/year
h) Development of video/radio programmes on Agril. technologies	0.5 mark for each

* Certificate to be issued by competent authority

4) Designated Corporate Activities	
Farm Superintendent/ Asst. Horticulturist/ Technical Assistant/ Technical Officer in Dean's, DR's and DE's Office/ Asst. Professor (Documentation)/ Asst. Editor/ Assoc. Editor/Information Specialists/ Audio Visual Specialist/ Asst. Professor of Physical Education/ Asst. Director of Student Welfare/ Asst. Professor in PPMC/Curator/ Manager ATIC/Training / Extension consultant / DE's & DR's Office personnel / Controller of external examination / Extension Co-ordinator/	Based on the evaluation by the immediate superior/ controlling officer, marks may be allotted for performance in the designated activity of the teacher at the rate of 8 marks per year.

Co-ordinator and Teachers in Bakery Training Unit, Teachers working in Department of Kannada/ Teachers working in Agricultural Clinic and Agricultural business centres / teachers involved in selection and documentation. Any other corporate activities certified by the University authorities.	
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II. Published Work During the Assessment Period **Max. Marks: 10**

a) For each full length article published in refereed journal	2.0 marks	
b) For each book published / edited		
i) Recognized publishers with ISBN	2.0 marks	
ii) Chapters in standard books with ISBN	1.0 mark	
iii) Published individually	0.5 mark	
iv) Research/ Extension Bulletin	0.5 mark	
c) i) For each research note/ communication in a journal	1.0 mark	(Max. 5 marks)
ii) Abstract in symposium/ seminar/ workshop/ training manual/ proceedings of the workshop	0.5 mark	
ii) Popular article/ leaflet	0.25 mark	
d) Any other publications –		(Max. 5 marks)
i) As Author / Compiler of POP /Editor	0.5 mark each	
ii) As Assoc. Editor / Asst. Editor/Publisher/ Compiler of other publications	0.25 mark each	

Note: Any publications having more than 3 authors, each author will get equal marks and such of the publications which have more than 3 authors, fourth author onwards will get half of the assigned mark.

III. Summer Schools/ Winter Schools/ Refresher Course/Special Training/ Training/ Symposia/ Seminar/ Workshop/ Conference **Max. Marks: 6**

a) For organizing each activity as in the title	
i) Up to 10 days duration	2 marks
ii) More than 10 days duration	3 marks
b) For participation in Summer School/ Winter School/ Refresher Course/ Orientation Course of more than 10 days duration	1 mark each
c) For participation in Special Training/ Orientation Programmes/ Symposia / Seminars / Conferences/ Workshops etc. (except Annual Workshop)	0.5 mark each
(Other members involved in organization of above activities. 0.5 marks/activity)	

IV. Creative / Innovative achievements in teaching / research / Extension (AGP of Rs.6000 and above) **Max. Marks: 2**

V. International Exposure (AGP of Rs.6000 and above) **Max. Marks: 1**

International visits/training/courses/seminars/consultations	1 mark /activity
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VI. Awards/ Distinctions received (AGP of Rs.6000 and above)		Max. Marks: 3
a) International Award		2.5 marks for each
b) National Award		2.0 marks for each
c) State Award		1.5 mark for each
d) University Award		1.0 mark for each
e) Professional Society Award		0.75 mark for each

VII. Corporate / Other Activities		Max. Marks: 11
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a) Activities performed as External Examination Coordinator – Associate Coordinator/ Chief Warden / Wardens/ Staff Advisor/ Tour Leader and Co-Tour leader (State/All India)/ Programme Officer – NSS / Indian Redcross Society / NCC Officer/ Farm Management/ Academic, General, Financial Management (as AO/DAO/AAO Dy.R/AR/DC/AC/Dy. Librarian/Asst. Librarian etc.)/ Scrutinizing UG/PG grades .P.G.co-ordinator/seminar incharge. Leader / member in monitoring team.	1.0 mark for each activity / year
b) Activities performed as Member - Co-chairman – Chairman of different committees of National – International – activities/ RAWE – Assoc. Coordinator – participation in RAWE camp/ Internship/ Tournament Organized/ Spl. Officer of SC-ST Cell/ Minority Cell/ Technical Assistant (Part-time)/ Students Counselor/ Leader for exposure visit of Farmers/ Liaison Officer for BOM/VIP's tours assigned by the University/ Participation in Melas/ Exhibitions at State, National, International levels representing University/ Member/ Co-Chairman in different committees of UAS activities/ Team Manager and Co-Team Manager to Sports/ Cultural Activities/ Stock verifying Officer/ Anti-ragging squad member/ grade point conversion work/ worked as Rapporteur/ Co-Chairman in the National/ International Conferences, Seminars, Workshops/ Symposium etc., Member of Class and Exam time-table committee, Press meet work/ participation in UG&PG admission/ member involved in organization/ selection of farmers / teachers for nomination to various awards.	0.5 mark for each activity / year
Any other activities duly certified by the controlling officer	

VIII. Outstation Service (AGP Rs.6000 and above)		Max.Marks: 5
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a) 'A/B' Class City - Nil
b) 'C' Class City – 1.0 mark / year of service
c) Other Places – 2.0 marks / year of service

IX. Annual Evaluation Reports (during the assessment period)		Max.Marks: 12
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Grade	AGP of Rs.6000 to 7000 (4 years)	AGP of Rs.7000 to 8000 (5 years)
a) 'A' Grade	3.0 marks /year	2.5 marks /year
b) 'B' Grade	2.5 marks /year	2.0 marks/year
c) 'C' Grade	2.0 marks /year	1.5 mark/year

Minimum marks to be obtained for promotion from AGP of `6000 to `7000 : 60

Minimum marks to be obtained for promotion from AGP of `7000 to `8000 : 65

CAREER ADVANCEMENT SCHEME – 2006

SCORE CARD FOR ASSESSMENT

- (i) **FOR PROMOTION FROM ASSISTANT PROFESSOR (PAY BAND `15600-39100+ AGP `8000) TO ASSOCIATE PROFESSOR (PAY BAND `37400-67000+AGP `9000) &**
 (ii) **FOR PROMOTION FROM ASSOCIATE PROFESSOR (PAY BAND `37400-67000 + AGP `9000) TO PROFESSOR (PAY BAND `37400-67000 + AGP `10000)**

I. Specific Achievements in Teaching/ Research/ Extension work during Assessment Period + previous two years (the activities to be certified by competent authority).

Max. Marks: 45

1. Teaching	
a)(i) UG / PG / Diploma courses offered in his /her HQ	1.00 mark / credit hour
(ii) UG/PG/Diploma courses offered outside his /her HQ	1.50 mark / credit hour
(iii) Experiential Learning courses/ HOT /RAWE / Industrial Training.	0.25 mark / credit hour
b) Guidance to PG students as Chairman of the Advisory Committee	
(i) M.Sc. students	1.00 mark for each student
(ii) Ph.D. students	1.50 marks for each student
c) As Member of the Advisory Committees of M.Sc. and Ph.D. degree students	0.50 mark for each student
d) Teaching aids developed (laboratory manuals, RAWE manuals, AV Aids, e-notes developed etc.)	0.5 mark for each activity
e) Acting as External Examiner for UG/PG examinations (which includes paper setting, paper corrections, conducting viva-voce etc.)	0.50 mark for each activity per year
2. Research	
a) i) Trials/Experiments/Studies conducted / Testing successfully conducted	2.00 marks/activity
ii) Nucleus / Breeder /Seeds produced upto a quintal	2.00 marks
iii) Foundation seed /Certified / TL Seeds produced	1.00 mark / ton (Max.10.00)
iv) Planting material produced per 1000 numbers	1.00 mark / 1000 numbers (Max.10.00) (50% marks for Co-PI/ Members)
b) Ad-hoc Projects (Externally funded) - for each project budget outlay	
i) Projects which have been obtained by the teacher on competitive mode	0.50 mark/ `1 lakh outlay (Max.10 marks)
ii) Institutional projects assigned by the University	0.25 mark/ `1 lakh outlay (Max. 10 marks) (50% marks for Co-PI/ Members)
c) i) Patents / varieties / hybrids developed and released	PI – 5.0 marks for each Co-PI– 2.5 marks for each
ii) Prototypes / technology developed	PI – 4.0 marks for each Co-PI– 2.0 marks for each
iii) Endorsement of notified varieties	PI – 3.00 marks for each Co-PI– 1.50 mark for each

d) i) Development of institutional facilities from external funds (one lakh and above and other than 2 b) i & ii.	Leader -3.0 marks / facility Co-Leader- 1.50 marks / facility
e) Compilation / preparation of Annual Research Reports/QRT reports	1.00 mark for each year.
3) Extension	
a) Transfer of Technologies i) Farm Trials/ Demonstrations/ On-Farm Testing / Campaign ii) Field Days/ Krishi Melas/Exhibitions/ Discussion Meetings / FFS & similar works iii) Consultancy services (based on endorsement by the controlling officer)	1.0 mark for each activity organized and 0.5 mark for participation 0.50 mark for each activity organized and 0.25 mark for participation 0.25 marks per consultancy (Max. Marks 5.00)
b) Training programmes / Workshops / Group meets organized i) Up to one week duration	i. Coordinator-1.0 mark each ii. Assoc. Coordinator - 0.5 mark each
ii) For more than one week duration	i. Coordinator-2 marks each ii. Assoc.Coord.-1.00mark each
c) As Resource Person in the Training Programme / Refresher Course/ Winter/ Summer Schools/NSS/RAWE etc.	0.50 mark for each lecture delivered
d) As Resource Person in bi-monthly Technical Workshop or campaign	0.50 mark per workshop/campaign attended
e) Diagnostic visit to farmer's fields / family units / Radio / Television Talks	0.5 mark for each
f) Feedback to scientists based on which research projects have been proposed.	0.5 mark for each
g) Profit generated out of Revolving Fund a) Up to `50,000 b) `50,001 to `1,00,000 c) `1,00,001 to `2,00,000 d) More than `2,00,000 (Mutually exclusive from 2, a, iii & iv)	1.00 mark/year 1.50 mark/year 2.00 mark/year 3.00 mark/year
h) Development of video/radio programmes on Agril. Technologies	0.5 mark for each

* Certificate to be issued by competent authority

4) Designated Corporate Activities	
Farm Superintendent/ Asst. Horticulturist/ Technical Assistant/ Technical Officer in Dean's, DR's and DE's Office/ Asst. Professor (Documentation)/ Asst. Editor/ Assoc. Editor/Information Specialists/ Audio Visual Specialist/ Asst. Professor of Physical Education/ Asst. Director of Student Welfare/ Asst. Professor in PPMC/Curator/ Manager ATIC/Training / Extension consultant / DE's & DR's Office personnel / Controller of external examination / Extension Co-ordinator/ Co-ordinator and Teachers in Bakery Training Unit, Teachers working in Department of Kannada/ Teachers working in Agricultural Clinic and Agricultural business centres / teachers involved in selection and documentation.	Based on the evaluation by the immediate superior/controlling officer, marks may be allotted for performance in the designated activity of the teacher at the rate of 10 marks per year.
Any other corporate activities certified by the University authorities.	

II. Published Work during the Assessment Period + previous two years Max. Marks: 12

a) For each full length article published in refereed journal	2.0 marks	
b) For each book published / edited		
i) Recognized publishers with ISBN	2.0 marks	
ii) Chapters in standard books with ISBN	1.0 mark	
iii) Published individually	0.5 mark	
iv) Research/ Extension Bulletin	0.5 mark	
c) i) For each research note/ communication in a journal/ abstract in symposium/ seminar/ workshop/ training manual/ proceedings of the workshop	0.5 mark	(Max. 5 marks)
ii) Popular article/ leaflet	0.25 mark	
d) Any other publications –		
i) As Author / Compiler of POP /Editor	0.5 mark each	(Max. 5 marks)
ii) As Assoc. Editor/Asst. Editor/Publisher/ Compiler of other publications	0.25 mark each	

Note: Any publications having more than 3 authors, each author will get equal marks and such of the publications which have more than 3 authors, fourth author onwards will get half of the assigned mark.

III. Summer Schools/ Winter Schools/ Refresher Course/ Special Training/ Symposia/ Seminar/ Workshop/ Conference Max. Marks: 4

a) For organizing each activity as in the title	
i) up to 10 days duration	2.0 marks
ii) more than 10 days duration	3.0 marks
	(50% for course Co-director/ Associate – co-ordinator)
b) For participation in Summer School/ Winter School/ Refresher Course/ Orientation Course of more than 10 days duration	1 mark each
c) For participation in Special Training/ Orientation Programmes/ Symposia / Seminars / Conferences, Workshops, group meet, etc.	0.5 mark each
(Other members involved in organization of above activities: 0.5 mark for each)	

IV. International Exposure (AGP Rs.6000 and above) Max. Marks: 1

International visits/training/courses/seminars/consultations	1 mark per activity
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V. Awards/ Distinctions Received (AGP Rs.6000 and above) Max. Marks: 3

a) International Award	2.5 marks for each
b) National Award	2.0 marks for each
c) State Award	1.5 mark for each

d) University Award	1.00 mark for each
e) Professional Society Award	0.75 mark for each

VI. Corporate / Other Activities**Max. Marks: 8**

a) Activities performed as External Examination Coordinator – Associate Coordinator/ Chief Warden / Warden/ Staff Advisor/ Tour Leader and Co-Tour leader (State/All India)/ Programme Officer – NSS / Indian Redcross Society/NCC Officer/ Farm Management/ Academic, General, Financial Management (as AO/DAO/AAO Dy.R/AR/DC/AC/Dy. Librarian/Asst. Librarian etc.)/ Scrutinizing UG/PG grades/P.G.co-ordinator/seminar incharge. Leader / member in monitoring team.	1.0 mark for each activity / year
b) Activities performed as Member - Co-chairman – Chairman of different committees of National – International – activities/ RAWE – Assoc. Coordinator – participation in RAWE camp/ Internship/ Tournament Organized/ Spl. Officer of SC-ST Cell/ Minority Cell/ Technical Assistant (Part-time)/ Students Counselor/ Leader for exposure visit of Farmers/ Liaison Officer for BOM/VIP's tours assigned by the University/ Participation in Melas/ Exhibitions at State, National, International levels representing University/ Member/ Co-Chairman in different committees of UAS activities/ Team Manager and Co-Team Manager to Sports/ Cultural Activities/ Stock verifying Officer/ Anti-ragging squad member/ grade point conversion work/ worked as Rapporteur/ Co-Chairman in the National/ International Conferences, Seminars, Workshops/ Symposium etc./ Member of Class and Exam time-table committee/ Press meet work/ participation in UG&PG admission/ member involved in organization, selection of farmers / Teachers for nomination to various awards. Any other activities duly certified by the controlling officer	0.5 mark for each activity / year

VII. Outstation Service (AGP Rs.6000 and above)**Max. Marks: 5**

a) A/B Class City - Nil
b) C Class City – 1.0 mark / year of service
c) Other Places – 2.0 marks / year of service

VIII. Annual Evaluation Reports (during the assessment period)**Max. Marks: 12**

a) 'A' Grade	
b) 'B' Grade	
c) 'C' Grade	

IX. Performance in Interview**Max. Marks: 10****Minimum marks to be obtained for promotion from AGP of `8000 to `9000 : 70****Minimum marks to be obtained for promotion from AGP of `9000 to `10000 : 70**

CAREER ADVANCEMENT SCHEME – 2006

PROPOSED SCORE CARD FOR ASSESSMENT OF ASSISTANT PROFESSORS OF PHYSICAL EDUCATION IN THE PAY BAND OF `15600-39100

(i) to move from AGP ` 6000 to AGP `7000

(ii) to move from AGP `7000 to AGP ` 8000

I.	Performance / contribution during the Assessment period of corporate work. (activities to be certified by the competent authority)	Max. Marks: 50
a)	Organizing various inter campus/ inter University Tournaments	2 marks/event/year
b)	Serving as a team Manager/ Coach of the college sports/ cultural teams in the Inter Campus/ Local Tournaments	1 mark/event /year
c)	Accompanying the University sports/ cultural team as a Manager/Coach	1 mark/event/year
d)	Attending as-sports team selection committee member (State/University/District/ Taluk Teams)	1 mark/ event/year
e)	Serving as Member of Sports and Cultural Councils	1 mark/event/year
f)	Serving as Technical Official/Expert outside the University	2 marks/event/year
g)	Attending as Committee Member of Field Day/Krishimela/ Convocation/National Festival/HSC/Disciplinary Committee or any other activities assigned by the College / University.	1 mark/event/year
h)	Other works attended by Physical Education Teacher i. Developing Sports Infrastructure for outdoor Games/ Gymnasium and indoor games. ii. Conducting sports activities in connection with the College Day, Hostel Day and during any other occasions.	1 mark/event/year

II. Published Work During the Assessment Period

Max. Marks: 10

a)	For each full length article published in refereed journal	2.0 marks	
b)	For each book published / edited		
i)	Recognized publishers with ISBN	2.0 marks	
ii)	Chapters in standard books with ISBN	1.0 mark	
iii)	Published individually	0.5 mark	
iv)	Research/ Extension Bulletin	0.5 mark	
c)	i) For each research note/ communication in a journal	1.0 mark	
	ii) abstract in symposium/ seminar/ workshop/ training manual/ proceedings of the workshop	0.5 mark	
	ii) Popular article/ leaflet	0.25 mark	(Max. 5 marks)
d)	Any other publications –		
	i) As Author / Compiler of POP /Editor	0.5 mark each	
	ii) As Assoc. Editor / Asst. Editor/Publisher/ Compiler of other publications	0.25 mark each	(Max. 5 marks)

Note: Any publications having more than 3 authors, each author will get equal marks and such of the publications which have more than 3 authors, fourth author onwards will get half of the assigned mark.

III. Summer Schools/ Winter Schools/ Refresher Course/Special Training/ Symposia/ Seminar/ Workshop/ Conference **Max.Marks: 6**

a) For Organizing each activity as in the title	
i) Up to 10 days duration	2 marks
ii) More than 10 days duration	3 marks
b) For participation in Summer School/ Winter School/Refresher Course/ Orientation Course of more than 10 days duration	1 mark each
c) For participation in Special Training/ Orientation Programmes/ Symposia / Seminars / Conferences, Workshops etc. (except Annual Workshop)	0.5 mark each
(Other members involved in organization of above activities: 0.5 marks / activity)	

IV. Creative / Innovative achievements in sports related activities (AGP of Rs.6000 and above) **Max. Marks: 2**

IV. International Exposure (AGP of Rs.6000 and above) **Max. Marks: 1**

International visits/training/courses/seminars/consultations	1 mark / activity
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V. Awards/ Distinctions Received (AGP of Rs.6000 and above) **Max. Marks: 3**

a) International Award	2.5 marks for each
b) National Award	2.0 marks for each
c) State Award	1.5 marks for each
d) University Award	1.0 mark for each
e) Professional Society Award	0.75 mark for each

VI. Corporate / Other Activities **Max. Marks: 11**

a) Activities performed as External Examination Coordinator – Associate Coordinator/ Chief Warden / Warden/ Staff Advisor/ Tour Leader and Co-Tour leader (State/All India)/ NSS Programme Officer / Indian Redcross Society Programme Officer/ Coordinator/ NCC Officer/ Farm Management/ Academic, General, Financial Management (as AO/DAO/AAO Dy.R/AR/DC/AC/Dy. Librarian/Asst. Librarian etc.)/ Scrutinizing UG/PG grades/P.G.co-ordinator/seminar incharge/ Leader / member in monitoring team.	1.0 mark for each activity / year
b) Activities performed as Member - Co-chairman – Chairman of different committees of National – International – activities/ RAWE – Assoc. Coordinator – participation in RAWE/ camp/ Internship/ Tournament Organized/ Spl. Officer of SC-ST Cell/ Minority Cell/ Technical Assistant (Part-time)/ Students Counselor/ Leader for exposure visit of Farmers/ Liaison	

<p>Officer for BOM/VIP's tours assigned by the University/ Participation in Melas/ Exhibitions at State, National, International levels representing University/ Member/ Co-Chairman in different committees of UAS activities/ Team Manager and Co-Team Manager to sports/ cultural activities/ Stock verifying Officer/ Anti-ragging squad member/ grade point conversion work/ worked as Rapporteur/ Co-Chairman in the National/ International Conferences, Seminars, Workshops/ Symposium etc./ Member of Class and Exam time-table committee/ Press meet work/ participation in UG&PG admission/ member involved in organization, selection of farmers / Teachers for nomination to various awards.</p> <p>Any other activities duly certified by the controlling officer</p>	0.5 mark for each activity / year
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VII. Outstation Service (AGP of Rs.6000 and above)
Max.Marks: 5

- | |
|---|
| <p>a) 'A/B' Class City - Nil</p> <p>b) 'C' Class City – 1.0 mark / year of service</p> <p>c) Other Places – 2.0 marks / year of service</p> |
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VIII. Annual Evaluation Reports (during the assessment period)
Max. Marks: 12

Grade	AGP of Rs.6000 to 7000 (4 years)	AGP of Rs.7000 to 8000 (5 years)
a) 'A' Grade	3.0 marks/year	2.5 marks/year
b) 'B' Grade	2.5 marks/year	2.0 marks/year
c) 'C' Grade	2.0 marks/year	1.5 marks/year

Minimum marks to be obtained for promotion from AGP of `6000 to `7000 : 60

Minimum marks to be obtained for promotion from AGP of `7000 to `8000 : 65

CAREER ADVANCEMENT SCHEME – 2006

SCORE CARD FOR ASSESSMENT

(i) FOR PROMOTION FROM ASSISTANT PROFESSOR (PAY BAND `15600-39100+ AGP `8000) TO ASSOCIATE PROFESSOR (PAY BAND `37400-67000+AGP `9000) &

(ii) FOR PROMOTION FROM ASSOCIATE PROFESSOR (PAY BAND `37400-67000 + AGP `9000) TO PROFESSOR (PAY BAND `37400-67000 + AGP `10000)

II. Associate Professor Physical Education.

I.	Performance / contribution during the Assessment period of corporate work + previous two years. (the activities to be certified by the competent authority)	Max. Marks: 45
a)	Organizing various Inter-campus/ Inter-University Tournaments	2 marks/activity/ year
b)	Serving as a team Manager/ Coach of the college sports/ cultural teams in the Inter Campus/ Local Tournaments	1 mark/activity/ year
c)	Accompanying the University sports/cultural team as a Manager /Coach.	1 mark/activity/ year
d)	Serving as member of Sports and Cultural Council	1 mark/activity/ year
e)	Serving as Technical Official/ Expert outside the University.	2 marks/activity/ year
f)	Attending as Committee Member of Field Day/ Krishimela/ Convocation/ National Festival / HSC/Disciplinary Committee or any other activities assigned by the College/University.	0.5 mark/activity/ year
g)	Other works attended by Physical Education Teacher i) Developing Sports Infrastructure for outdoor Games/ Gymnasium and indoor games. ii) Conducting sports activities in connection with the College Day, Hostel Day and during any other occasions.	1 mark/ activity/ year

II. Published Work during the Assessment Period + previous two years Max. Marks: 12

a)	For each full length article published in refereed journal	2.0 marks	
b)	For each book published / edited		
	i) Recognized publishers with ISBN	2.0 marks	
	ii) Chapters in standard books with ISBN	1.0 mark	
	iii) Published individually	0.5 mark	
	iv) Research/ Extension Bulletin	0.5 mark	
c)	i) For each research note/ communication in a journal/ abstract in symposium/ seminar/ workshop/ training manual/ proceedings of the workshop	0.5 mark	(Max. 5 marks)
	ii) Popular article/ leaflet	0.25 mark	
d)	Any other publications – i) As Author / Compiler of POP /Editor ii) As Assoc. Editor/Asst. Editor/Publisher/ Compiler of other publications	0.5 mark each 0.25 mark each	(Max. 5 marks)

Note: Any publications having more than 3 authors, each author will get equal marks and such of the publications which have more than 3 authors, fourth author onwards will get half of the assigned mark.

**III. Summer Schools/ Winter Schools/ Refresher Course/ Special Training/ Max. Marks: 4
Symposia/ Seminar/ Workshop/ Conference**

a) For Organizing each activity as in the title i) up to 10 days duration ii) more than 10 days duration	2.0 marks 3.0 marks (50% for course Co-director/ Associate – co-ordinator)
b) For participation in Summer School/ Winter School/ Refresher Course/ Orientation Course of more than 10 days duration	1 mark each
c) For participation in Special Training/ Orientation Programmes/ Symposia / Seminars / Conferences, Workshops, group meet etc.	0.5 mark each
(Other members involved in organization of above activities: 0.5 mark for each)	

IV. International Exposure (AGP of Rs.6000 and above) Max. Marks: 1

International visits/training/courses/seminars/consultations	1 mark / activity
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V. Awards/ Distinctions Received (AGP of Rs.6000 and above) Max. Marks: 3

a) International Award	2.5 marks for each
b) National Award	2.0 marks for each
c) State Award	1.5 mark for each
d) University Award	1.00 mark for each
e) Professional Society Award	0.75 mark for each

VI.	Corporate / Other Activities	Max. Marks: 8
a)	Activities performed as External Examination Coordinator – Associate Coordinator/ Chief Warden / Warden/ Staff Advisor/ Tour Leader and Co-Tour leader (State/All India)/ Programme Officer / Indian Redcross Society/NCC Officer/ Farm Management/ Academic, General, Financial Management (as AO/DAO/AAO Dy.R/AR/DC/AC/Dy. Librarian/Asst. Librarian etc.)/ Scrutinizing UG/PG grades P.G. co-ordinator/seminar incharge./ Leader / member in Monitoring Team.	1.0 mark for each activity / year

b)	<p>Activities performed as Member - Co-chairman – Chairman of different committees of National – International – activities/ RAWE – Assoc. Coordinator – participation in RAWE camp/ Internship/ Tournament Organized/ Spl. Officer of SC-ST Cell/ Minority Cell/ Technical Assistant (Part-time)/ Students Counselor/ Leader for exposure visit of Farmers/ Liaison Officer for BOM/VIP’s tours assigned by the University/ Participation in Melas/ Exhibitions at State, National, International levels representing University/ Member/ Co-Chairman in different committees of UAS activities/ Team Manager and Co-Team Manager to Sports/ Cultural Activities/ Stock verifying Officer/ Anti-ragging squad member/ grade point conversion work/ worked as Rapporteur/ Co-Chairman in the National/ International Conferences, Seminars, Workshops/ Symposium etc./ Member of Class and Exam time-table committee, /Press meet work/ participation in UG&PG admission/ member involved in organization, selection of Farmers / Teachers for nomination to various awards.</p> <p>Any other activities duly certified by the controlling officer</p>	0.5 mark for each activity / year
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VII. Outstation Service (AGP of Rs.6000 and above)
Max. Marks: 5

<p>a) ‘A/B’ Class City - Nil b) ‘C’ Class City – 1.0 mark / year of service c) Other Places – 2.0 marks / year of service</p>

VIII. Annual Evaluation Reports (during the assessment period)
Max. Marks: 12

a) ‘A’ Grade	- 4 marks/year
b) ‘B’ Grade	- 3 marks/year
c) ‘C’ Grade	- 2 marks/year

IX. Performance in Interview
Max. Marks: 10

Minimum marks to be obtained for promotion from AGP of `8000 to `9000 : 70
Minimum marks to be obtained for promotion from AGP of `9000 to `10000 : 70

CAREER ADVANCEMENT SCHEME – 2006

PROPOSED SCORE CARD FOR ASSESSMENT OF ASSISTANT LIBRARIAN IN THE PAY BAND OF `15600-39100

(i) to move from AGP `6000 to AGP `7000

(ii) to move from AGP `7000 to AGP `8000

I. Assistant librarian.

I.	Library Services (all activities to be certified by the competent authority)	Max. Marks 50
	1. Library Services: Services rendered in different section of the Library like Acquisition, Periodicals, Technical, Circulation, Documentation, Maintenance, Computer, Reference etc.,	5 marks for each activity / year in any one of the sections.
	2. Specialized / Additional Services during assessment period: Services rendered under the following sections a. Binding section, b. General T.B.B. c. SC/ST, ST Book Bank, d. Photographic section, e. Institutional Repositories, f. Digital Library, g. Assisting Librarian in Administration.	3 marks/ year
	3. Courses offered to PG students(Non credit course)	1 mark / credit hour
	4. Innovative Library Activities: Conducting Library Usage survey, conducting Book Exhibition, preparation of Reading list for students, Creation of databases OPAC. serving as a member of University Committee, Special Guest Lecture, Institution Building Activities.	1 mark for each activity/year
	5. Adhoc projects (externally funded) for each project budget outlay. a) Projects obtained on competitive mode. b) Institutional projects assigned by the University.	0.5 mark / `.1 lakh outlay 0.25 / `.1 lakh outlay (50% marks for Co-PI/Associates)

II. Published Work during the Assessment Period

Max. Marks: 10

a) For each full length article published in refereed journal	2.0 marks	
b) For each book published / edited		
i) Recognized publishers with ISBN	2.0 marks	
ii) Chapters in standard books with ISBN	1.0 mark	
iii) Published individually	0.5 mark	
iv) Research/ Extension Bulletin	0.5 mark	

c) i) For each research note/ communication in a journal	1.0 mark	(Max. 5 marks)
ii) abstract in symposium/ seminar/ workshop/ training manual/ proceedings of the workshop	0.5 mark	
ii) Popular article/ leaflet	0.25 mark	

Note: Any publications having more than 3 authors, each author will get equal marks and such of the publications which have more than 3 authors, fourth author onwards will get half of the assigned mark.

III. Summer Schools/ Winter Schools/ Refresher Course/ Special Training/ Symposia/ Seminar/ Workshop/ Conference **Max. Marks: 6**

a) For organizing each activity as in the title	2 marks 3 marks (50% marks for Co-ordinator & Associate Co-ordinator)
i) Up to 10 days duration	
ii) More than 10 days duration	
b) For participation in Summer School/ Winter School/ Refresher Course/ Orientation Course of more than 10 days duration	2 mark each
c) For participation in Special Training/ Orientation Programmes/ Symposia / Seminars / Conferences, Workshops etc. (except Annual Workshop)	1 mark each
(Other members involved in organization of above activities: 0.5 mark for each)	

IV. Creative / innovative achievements in Library Science (AGP of Rs.6000 and above) **Max. Marks: 2**

IV. International Exposure (AGP of Rs.6000 and above) **Max. Marks: 1**

International visits/training/courses/seminars/consultations	1 mark / activity
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V. Awards/ Distinctions received (entire service) **Max. Marks: 3**

a) International Award	2.5 marks for each
b) National Award	2.0 marks for each
c) State Award	1.5 marks for each
d) University Award	1.0 mark for each
e) Professional Society Award	0.75 mark for each

VI. Corporate / Other Activities **Max. Marks: 11**

a) Activities performed as External Examination Coordinator – Associate Coordinator/ Warden/ Staff Advisor/ Tour Leader and Co-Tour leader (State/All India)/ Programme Officer – NSS / Indian Redcross Society / NCC Officer/ Farm Management/ Academic, General, Financial Management (as AO/DAO/AAO Dy.R/AR/DC/AC/Dy. Librarian/Asst. Librarian etc.) / Scrutinizing UG/PG grades/ P.G.co-ordinator/seminar incharge/ Leader / member in monitoring team.	1.0 mark for each activity / year
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<p>b) Activities performed as Member - Co-chairman – Chairman of different committees of National – International – activities/ RAWE – Assoc. Coordinator – participation in RAWE camp/ Internship/ Tournament Organized/ Spl. Officer of SC-ST Cell/ Minority Cell/ Technical Assistant (Part-time)/ Students Counselor/ Leader for exposure visit of Farmers/ Liaison Officer for BOM/VIP’s tours assigned by the University/ Participation in Melas/ Exhibitions at State, National, International levels representing University/ Member/ Co-Chairman in different committees of UAS activities/ Team Manager and Co-Team Manager to Sports/ Cultural Activities/ Stock verifying Officer/ Anti-ragging squad member/ grade point conversion work/ worked as Rapporteur/ Co-Chairman in the National/ International Conferences, Seminars, Workshops/ Symposium etc., Member of Class and Exam time-table committee, / Press meet work/ participation in UG&PG admission/ member involved in organization, selection of farmers / teachers for nomination to various awards.</p> <p>Any other activities duly certified by the controlling officer</p>	<p>0.5 mark for each activity / year</p>
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VII. Outstation Service (AGP of `6000 and above)
Max.Marks: 5

<p>a) ‘A/B’ Class City - Nil b) ‘C’ Class City – 1.0 mark / year of service c) Other Places – 2.0 marks / year of service</p>

VIII. Annual Evaluation Reports (during the assessment period)
Max.Marks: 12

Grade	AGP of `6000 to 7000 (4 years)	AGP of `7000 to 8000 (5 years)
a) ‘A’ Grade	3.0 marks	2.5 marks
b) ‘B’ Grade	2.5 marks	2.0 marks
c) ‘C’ Grade	2.0 marks	1.5 mark

Minimum marks to be obtained for promotion from AGP of `6000 to `7000 : 60

Minimum marks to be obtained for promotion from AGP of `7000 to `8000 : 65

Sd/-

Administrative Officer