

**UP Pt. Deen Dayal Upadhyay Pashu Chikitsa Vigyan Vishwavidyalaya  
Evam Go Anusandhan Sansthan: Mathura**

**Career Advancement Scheme (CAS) For Teachers**

**General Information**

1. 'Act' means the UP PT. DEEN DAYAL UPADHAYAY PASHU CHIKITSA VIGYAN VISHWAVIDYALAYA EVAM GO ANUSANDHAN SANSTHAN Act 2001 as amended from time to time.
2. Word 'Teacher' wherever occurring in these Statutes will have the same meaning as in the Statutes regarding the classification, the manner of appointment, powers and duties of the teachers of the University.
3. Career Advancement Scheme (CAS) means Career Advancement procedure adopted by the University as per UGC regulations dated 30.6.2010 and Department of Agriculture Research & Education, Ministry of Agriculture, Govt. of India letter dated 2.8.2010 and consequent UP Government. Order dated 27.3.2017.
4. API means Academic Performance Indicator.
5. Words and expressions not defined in these Statutes and used in the Act shall have the meaning as assigned to them in the Act.

**Career Advancement Scheme (CAS)**

1. This scheme shall apply for advancement of careers of teachers of the University w.e.f. June 30, 2010
2. The cases of the teachers who are fulfilling the eligibility norms of CAS before this date i.e. 30-6-2010 shall be governed by the CAS scheme applicable earlier to this date as per the provisions of UP Government Order No. 1780/37-3-16-3(10)/09 dated 27 March, 2017.
3. This scheme shall apply for career advancement of :
  - (a) Persons entering the teaching profession of this university with designation of Assistant Professor in the Pay Band III of Rs.15,600 – Rs. 39,100 with AGP of Rs. 6,000/- (**Stage-1**) subject to the API criteria based on Performance Based Appraisal System (PBAS) laid out in this scheme to move up to the AGP of Rs. 7000/- (Stage-2). Assessment shall be through Assessment Committee who will verify API scores.
  - (b) Assistant Professor after completion of five years service at the AGP of Rs. 7,000/- shall be eligible subject to API requirements laid down in this scheme to move up to the AGP of Rs. 8,000/- (**Stage-3**). Assessment shall be through Assessment Committee who will verify API scores.
  - (c) Directly recruited Associate Professors shall be in the Pay Band IV of Rs. 37,400 – Rs. 67,000 with AGP of Rs. 9,000/- (Stage-4).
  - (d) Incumbent teacher recruited in Pay Band III of Rs.15,600 – Rs. 39,100 with AGP of Rs. 8,000/- (Stage-3) shall move to the Pay Band IV of Rs. 37,400 – Rs. 67,000 with AGP of Rs. 9,000/- (**Stage- 4**) and will be promoted through a duly constituted

Selection Committee as per provisions given in the Act of the University with evaluation based system of 30% contribution to research, 50% assessment of domain knowledge and teaching practices and 20% interview performance.

- (e) Incumbent Assistant Professor (Selection Grade) who have completed three years in the current pay scale of Rs. 12,000 – Rs. 18,300 on 1 January, 2006 shall be placed in Pay Band IV of Rs. 37,400 – Rs. 67,000 with AGP of Rs. 9,000/- and shall be re-designated as Associate Professor.
- (f) Incumbent Assistant Professor (Selection Grade) / Associate Professor (appointed/promoted) who had not completed 03 years appointed/promoted in the pay scale of Rs.12,000 – Rs.18,300 on or after 1 January, 2006 shall be placed at the appropriate stage in the Pay Band of Rs.15,600 – Rs. 39,100 with AGP of Rs. 8,000/- till he/she complete three years of service in the grade of Assistant Professor (Selection Grade)/Associate Professor and thereafter shall be placed in the higher Pay Band IV of Rs. 37,400 – Rs. 67,000 with AGP of Rs.9000/- and accordingly re-designated as Associate Professor.
- (g) Assistant Professor completing three years of teaching in the Pay band Rs. 15600-39100 with AGP of Rs. 8,000 shall be eligible subject to the qualifying conditions prescribed in this scheme move to the Pay Band IV of Rs. 37,400 – Rs. 67,000 with AGP of Rs. 9,000/- and will be designated as Associate Professor **(Stage- 4)**. Expert assessment system shall be through a duly constituted Selection Committee as per provisions given in the Act of the University with evaluation based system of 30% contribution to research, 50% assessment of domain knowledge and teaching practices and 20% interview performance.
- (h) Associate Professor completing three years of service in the pay band of Rs. 37400-67000 AGP of Rs. 9,000/- (Stage-4) and possessing a Ph.D. Degree in the relevant/concern discipline shall be eligible to be appointed and designated as Professor subject to satisfying the required credit points as per API based on PBAS methodology stipulated in this scheme and assessment by a duly constituted Selection Committee as prescribed in the University Act for the direct recruitment of Professor. No teacher other than those with a Ph.D. shall be promoted or appointed as Professor. The Pay Band IV for the post of Professors shall be Rs. 37,400 – Rs. 67,000 with AGP of Rs. 10,000/- **(Stage-5)**. Expert assessment system shall be through a duly constituted Selection Committee with evaluation based on 50% contribution to research, 30% assessment of domain knowledge and teaching practices and 20% interview performance.

**Note :**

1. Candidates who do not fulfill the minimum score requirement under the API scoring system/selection process proposed in this scheme or also obtain less than prescribed

score for all categories in the assessment process will have to be re-assessed only after a minimum a period of one year. The date of promotion shall be the date on which he/she has successfully got re-assessed.

2. The promotion of a teacher to the next higher position will be made on the basis of assessment of his/her performance through the prescribed procedure and the post of Associate Professor and Professor whose personal promotion is made shall be temporary addition to the cadre of Associate Professor or Professor as the case may be.
3. The career advancement of Assistant Professor (Stage-1), Assistant Professor (Stage-2) and Assistant Professor (Stage-3) will be done by the Vice-Chancellor on the recommendation of Assessment Committee.
4. The CAS of Assistant Professor (Stage-3) to Associate Professor (Stage-4) and Associate Professor Stage-4 to Professor (Stage-5) shall be made through a duly constituted Selection Committee and approved by Executive Council of the University.
5. The teacher shall perform such duties after his/her Career Advancement as assigned by the competent authority.
6. When a teacher allowed career advancement leaves the University or superannuated, the vacancy thus arisen shall be filled up at the original level position/cadre occupied by the teacher before career advancement in the manner prescribed in the Statutes.
7. All other teaching positions falling vacant in the University and all new posts created as a result of starting new schemes/projects or sanctioned by Government shall continue to be filled up in accordance with the procedure laid down in the Statutes.

#### **Eligibility (Service requirement and Academic Performance Requirement) for CAS**

##### **1. Assistant Professor (Stage -1) to Assistant Professor (Stage-2) in the pay band of Rs. 15600-39100+AGP Rs.7000/-**

An Assistant Professor (Stage-1) shall be eligible for placement as Assistant Professor (Stage-2) in the pay band of Rs. 15600-39100+AGP pay Rs.7000/- if he/she has:

(A) Completed 4 (four) years of continuous service as Assistant Professor after regular appointment and possesses a Ph.D. degree in the concerned/relevant subject at the time of appointment as Assistant Professor in the pay band of Rs.15600-39100+AGP Rs.6000/-

OR

Completed 4 (four) years of continuous service and obtains PhD degree while in service.

OR

Completed 5 (five) years of continuous service as Assistant Professor after regular appointment and possesses Master's level professional degree in relevant/ concerned subject at the time of appointment as Assistant Professor in the pay band of Rs.15600- 39100+AGP Rs.6000/-.

(B) Minimum API score using PBAS Scoring proforma as prescribed.

(C) Participated in one orientation programme and one Refresher course/Research Methodology course of 2 to 3 weeks duration.

(D) Earned consistently Good Appraisal Reports/ Self Assessment Reports.

**Note :-** The Career Advancement will be allowed after analyzing merits and credentials of the teacher based on weightage given to the performance of the candidate in different relevant dimensions and his/her performance on a scoring system proforma based on Academic Performance Indicators (API) and Performance Based Appraisal System (PBAS) methodology. Expert assessment system shall be through a duly constituted assessment committee.

**2. Assistant Professor (Stage-2) to Assistant Professor (Stage-3) - in the pay band of Rs. 15600-39100+ AGP Rs. 8000/-**

An Assistant Professor (Stage-2) will be eligible for placement in Assistant Professor (Stage-3) in the pay band of Rs. 15600-39100+ AGP Rs. 8000/-, provided he/she has:

- A. Completed 5 (five) years of service as Assistant Professor (Stage-2) in the pay band of Rs.15600-39100+AGP Rs.7000/-.
- B. Minimum API Scores using the PBAS score proforma.
- C. Participated in one course/programme of 2-3 weeks duration from amongst the categories of Refresher Courses, Methodology Workshop, Training Programme, Teaching-Learning Evaluation, Technology Programmes, Soft Skill Development Programmes and Faculty Development Programmes.
- D. Earned consistently Good Appraisal Reports/ Self Assessment Reports.

**Note :** The Career Advancement will be allowed after analyzing merits and credentials of the teacher based on weightage given to the performance of the candidate in different relevant dimensions and his/her performance on a scoring system proforma based on Academic Performance Indicators (API) based on Performance Based Appraisal System (PBAS) methodology. Expert assessment system shall be through a duly constituted Assessment Committee.

**3. Assistant Professor (Stage-3) to Associate Professor (Stage-4)- in the pay band of Rs.37400-67000+ AGP Rs.9000/-**

An Assistant Professor (Stage-3) will be eligible for promotion to the post of Associate Professor in the pay band of Rs. 37400-67000+ AGP Rs.9000/-, if he/she has:

- A. Completed 3 years service as Assistant Professor (Stage 3) in the pay band of Rs.15600-39100+ AGP Rs. 8000/-.
- B. Attained minimum API score using PBAS scoring proforma approved by University.

- C. Participated in one course/programme of minimum one week duration amongst the categories of Refresher Course, Methodology Workshops, Training Programme, Teaching-Learning Evaluation, Technology Programme, Soft Skills Development Programmes and Faculty Development Programmes.
- D. Has to his/her credit at least three publications in peer refereed Journals.
- E. Earned consistently Good Appraisal Reports/ Self Assessment Reports.

**Note** - The Career Advancement will be allowed after analyzing merits and credentials of the teacher based on weightage given to the performance of the candidate in different relevant dimensions and his/her performance on a scoring system proforma based on Academic Performance Indicators (API) based on Performance Based Appraisal System (PABS) methodology. Expert assessment system shall be through a duly constituted Selection Committee as per provision in the University Act (Selection Committee) with interview performance weightage of 20%.

**4. Associate Professor (Directly recruited as well as promoted) (Stage-4) to Professor (Stage-5) in the pay band of Rs. 37400-67000+ AGP Rs.10000/-**

An Associate Professor (directly recruited as well as promoted) will be eligible for promotion as Professor in the band of Rs. 37400-67000+ AGP of Rs.10,000/- if he/she has:

- A. Completed 3 (Three) years service as Associate Professor (Stage-IV) in the band of Rs.37400-67000+AGP of Rs.9000/-.
- B. A Ph.D. degree in the concerned/relevant discipline.
- C. Attained minimum API score using PBAS scoring programme.
- D. Has to his/her credit at least Five (5) publications in peer refereed Journals since the period that the teacher is placed in Stage-3.
- E. Earned consistently Good Appraisal Reports/ Self Assessment Reports.

**Note** - The Career Advancement will be allowed after analyzing merits and credentials of the teacher based on weightage given to the performance of the candidate in different relevant dimensions and his/her performance on a scoring system proforma based on Academic Performance Indicators (API) based on Performance Based Appraisal System (PABS) methodology. Expert assessment system shall be through a duly constituted Selection Committee as per provision in the University Act with interview performance weightage of 20%.

**Counting of past services for direct recruitment and promotion under CAS**

Previous regular service whether National or International as Assistant Professor and Associate Professor in a University, National Laboratories or other scientific/professional Organizations such as CSIR, ICAR, DRDO, UGC, ICSSR, ICHR, ICMR, DBT would be counted for direct recruitment and promotion under CAS of a teacher as Assistant Professor, Associate Professor and Professor provided :

1. The essential qualifications of the post held were not lower than the qualifications prescribed by this scheme for Assistant Professor, Associate Professor and Professor as the case may be.
2. The post is/was in an equivalent grade or of the pre-revised band of pay as the post of Assistant Professor (Lecturer) Associate Professor (Reader) and Professor.
3. The candidate for direct recruitment has applied through proper channel.
4. The concerned Assistant Professor, Associate Professor and Professor should possess the same minimum qualifications as prescribed by the UGC/ICAR/University for appointment to the post of Assistant Professor, Associate Professor and Professor as the case may be.
5. 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.
6. The previous appointment was not as guest lecturer for any duration or on ad-hoc or on 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:
  - (a) the period of service was of more than one year duration
  - (b) the incumbent was appointed on the recommendation of duly constituted Selection Committee
  - (c) The incumbent was selected to the permanent post in continuation to the ad hoc or temporary service without any break.

### **Procedure for CAS**

#### **1. From Assistant Professor (Stage-1) to Assistant Professor (Stage-2) and Assistant Professor (Stage-2) to Assistant Professor (Stage-3)**

1. Every teacher who fulfils the criteria regarding eligibility for career advancement as laid down above and where promotion of a teacher falls due between 1st January to 30th June, he/she should apply through proper channel regarding his/her bio-

data and service rendered on the post in the prescribed proforma duly supported by all documents as per PBAS guidelines at least one month in advance from the actual date of eligibility to the Head of the Department. The Head of the Department shall certify the correctness of the particulars mentioned in the proforma by the teacher concerned and forward it to Chief Personal Officer (CPO) by 31<sup>st</sup> July through the Dean.

2. Where the promotion of the teacher is due from 1st July to 31st December he/she will furnish information regarding his/her bio-data and service rendered on the post in the prescribed proforma duly supported by all documents as per PBAS guidelines at least one month in advance from the actual date of eligibility to the Head of the Department. The Head of the Department shall certify correctness of the particulars mentioned in the proforma by the teacher concerned and forward it to the Chief Personal Officer (CPO) by 31<sup>st</sup> January through the Dean.
3. The CPO after due endorsement and certification of the candidature will forward the application along with all documents of the candidates to Registrar, who will place the application, received from the CPO, before the Assessment Committee to be constituted by the Vice-Chancellor to consider the suitability of the teacher for promotion to the next higher position.
4. The constitution of Assessment Committee will be as follows:
  - i. Dean - Chairman
  - ii. One person to be nominated by the Vice-Chancellor from amongst the Professors of the University - Member
  - iii. Two experts from outside the University not below the rank of Professor/ Principal Scientist to be nominated by Vice Chancellor - Member
5. The Assessment Committee will take into consideration the following factors for API scoring based on PBAS while making its recommendations:
  - 1) Material furnished in the Assessment proforma submitted by the teacher concerned.
  - 2) Work done by the teacher.
  - 3) API/PBAS Report of the teacher concerned.
  - 4) Personal discussion by the teacher concerned, if required
  - 5) Any other additional information which the Assessment Committee may like to call from the teacher concerned.

6. The Assessment procedure outlined above shall be completed on the day of the assessment committee meeting, where in the minutes are recorded along with PBAS scoring proforma and recommendation made as the basis of merit and duly signed by all the members of Assessment committee in the minutes.
7. On receipt of recommendations of Assessment Committee from Registrar, the Vice-Chancellor will consider the same for acceptance. The Vice-Chancellor may, however, if he considers it necessary, refer the recommendations back to the committee for reconsidering its recommendations. In case the Committee re-affirms its recommendations, the Vice-Chancellor will accept the same.
8. Candidates who do not fulfill the minimum score requirement under the API scoring system/selection process proposed in this scheme or also obtain less than prescribed score for all categories in the assessment process will have to be re-assessed only after a minimum a period of one year. The date of promotion shall be the date on which he/she has successfully got re-assessed.

**2. From Assistant Professor (AGP Rs.8000/-) to Associate Professor (AGP Rs.9000/-) and from Associate Professor (AGP Rs.9000/-) to Professor (AGP Rs.10000/-).**

1. An Assistant Professor with AGP Rs. 8000/- and Associate Professor with AGP Rs. 9000/- who fulfils the criteria regarding eligibility for career advancement as laid down above and where promotion of a teacher falls due between 1st January to 30th June, he/she should apply through proper channel regarding his/her bio-data and service rendered on the post in the prescribed proforma duly supported by all documents as per PBAS guidelines at least one months in advance from the actual date of eligibility to the Head of the Department. The Head of the Department shall certify the correctness of the particulars mentioned in the proforma by the teacher concerned and forward it to Chief Personal Officer (CPO) by 31<sup>st</sup> July through the Dean.
2. Where the promotion of the teacher is due from 1st July to 31st December he/she will furnish information regarding his/her bio-data and service rendered on the post in the prescribed proforma duly supported by all documents as per PBAS guidelines at least one months in advance from the actual date of eligibility to the Head of the Department. The Head of the Department shall certify correctness of the particulars mentioned in the proforma by the teacher concerned and forward it to the CPO by 31<sup>st</sup> January through the Dean.



3. The CPO after due endorsement and certification of the candidature will forward the application along with all documents to Registrar who will place the application received from the CPO before the Assessment Committee to be constituted by the Vice-Chancellor to consider the suitability of the teacher for promotion to the next higher position described for CAS for Assistant Professors from Stage1 to Stage 3.
4. After verification and recommendation of the Assessment Committee, the Selection Committee constituted as per Act of the University for direct recruitment will assess the concerned candidate as per defined procedure.
5. In case of promotion from Assistant Professor, (Stage 3) to Associate Professor (Stage-4) and Associate Professor (Stage-4) to Professor (Stage-5), the recommendation of the Selection Committee will be placed before the Executive Council of the University for approval.

**UP PANDIT DEEN DAYAL UPADHYAYA PASHU CHIKITSA VIGYAN VISHWAVIDYALAYA  
EVAM GO – ANUSANDHAN SANSTHAN, MATHURA**

**Performa for Score Card Based Appraisal System (PBAS) for promotion from**

- 1. Assistant Professor (Stage-1) to Assistant Professor (Stage-2)**
- 2. Assistant Professor (Stage-2) to Assistant Professor (Stage-3)**

**Assessment period from ..... to .....**

Photo

1. Name :
2. Father's/Husband's Name :
3. Mother's Name :
4. Promotion Applied for:
5. Subject :
6. Present place of posting with full official and residential address along with phone numbers and e-mail address:
  - (i) Date & Designation of first appointment in the university.....
  - (ii) Date of Appointment as Assistant Professor.....
  - (iii) Date of Award of Senior Scale.....
  - (iv) Date of Award of Selection Grade.....
  - (v) Date of appointment as Associate Professor.....
  - (vi) Academic Qualification (Starting from Graduation)

<b>S. No.</b>	<b>Degree</b>	<b>Subject</b>	<b>Year of Passing</b>	<b>Institute/ University</b>	<b>O.G.P.A Percentage</b>
1.	Graduation				
2.	Post Graduation				
3	Ph.D.				
4	Post Doctoral				

**Total Score : 1000**

**Minimum Score to be obtained : 750**

**I. Teaching/Research /Extension Activities**

**Maximum Score : 500**

**A. Teaching**

a		API Score
i	UG/PG/Ph.D classes either individual or in collaboration (each course/ batch)	25/yr/course
ii	Experiential learning course/ Internship/Industrial training/ other similar courses	15/yr
iii	Design of curriculum/ development of new course for UG/PG/Ph.D	10/course
iv	Examination duties, paper setter/ evaluation (per year)	20/duty
b.	Guidance to PG students	
i	Ph.D students guided as Major Advisor/Co-Advisor	20/student
ii	M.V.Sc./M.Sc student guided-Major Advisor/Co-Advisor	15/student
iii	Member Advisory Committee M.V.Sc./M.Sc/ Ph.D	05/student
iv	Member Advisory Committee BVSC/BSc per student	02/Student/Year
c.	Teaching aids developed: Practical manuals/e-notes each	10/yr
d.	Evaluation of thesis of other Universities as external expert (each)	10/assignment
e.	Conduct of practical/ Viva-voce of other University	05/exam

**1. Course Taught (UG, PG & Ph.D)**

Sl.No.	Course No with credit hour	Semester/Year	Taught Individual or collaboration	Candidate' Score	Assessment Committee score

**2. Teaching and allied activities**

Sl.No	Activities	Semester/Year	Individual or collaboration	Candidate ' Score	Assessment Committee score
1	Experiential Learning/Internship				
2	Design of Curriculum/Development of Course for UG,PG & PhD				

3	Examination Duties/Paper Setter/Evaluation				
4	Teaching aids developed/Practical manuals/E-Notes etc				
5	Conduct of Practical Viva-Voce of other Universities				
6	Evaluation of Thesis of other Universities				

### 3. Students Guided

Level		Number of Students completed	Candidate's score	Assessment Committee score
<b>Master</b>	Major Advisor			
	Co- Advisor			
	Member Advisory Committee			
<b>Doctoral</b>	Major Advisor			
	Co- Advisor			
	Member Advisory Committee			

## B. Research

### 1. Externally Funded Research Projects

a.			
	i	Field Experiments/testing conducted	25/yr
	ii	Co-ordinated/ AICRP project/outreach/Network project	
		a. Project Incharge (PI)	30/project/yr
		b. Co-PI	15/project/yr
b.		Ad-hoc projects	
	i	Projects awarded (International)	30/project/yr
	ii	Projects awarded (national)	20/project/yr
	iii	Consultancy Projects/Institutional Project by the University/Private funded projects	15/project/yr
	iv	New Projects Submitted (max. one year) to outside funding agency	10/project
c.	i	Patents granted (as PI)	100/patent
	ii	IPR granted	50/IPR
	iii	Research Methodology/ technology developed	50/technology
d.		Preparation of annual report/ QRT report	20/report/yr
e.		Member of National Monitoring Committee constituted by ICAR/ Institute	20/team

S. No.	Project Title	Capacity in which associated PI/Co-PI	Funding Agency	Budget of the project (Rs.)	Location	Duration		Candidate's score	Assessment committee score
						From	To		

**2. Organization /Implementation of other schemes including University funded Research Project schemes**

S. No.	Name of scheme	Capacity in which associated	Period		Work done	Candidate's score	Assessment committee score
			From	To			

**C. Extension Activities**

a.		Transfer of technologies	
	i	Organization of extension training/ field day/Pashu Palan Goshthi	25/event
	ii	Lecture delivered at extension training (Max. 30 points)	15/lecture
	iii	Radio/ TV talk (Max. 50 points)	10/talk
b.	i	Clinical duty/ ILFC duty/ Outbreak attended/On –farm trials	25/activity/yr
	ii	Clinical Camps / Pashu Mela/Krishi Mela/ Exhibitions etc.	25/event/yr
	iii	Advisory services endorsement by controlling Officer	05/yr
	iv	Front line demonstration/Livestock owners advisement	15/yr
	v	Development of annual action plan of activities	10/plan
	vi	Group visit of farmers/ Visitor entertained/ individual field visit	10/visit
	vii	Village and family survey to assess the technologies gap	10/survey
	viii	Attending meeting at Village/ District/ University/ State/ National level	10/meeting

c.		Training programmes/ workshop/ conference organized	10/event
d.		As resource person for the training programme/ refreshment course/ winter/ summer schools etc.	10/event
e.		Development of functional linkage with line Deptt./ Univ./ other Institutes	10/event
f.		Feedback of research bottlenecks from farmers	05/yr
g.	i	Technical/ Extension bulletin, training manual/ magazine (Max. 20 pints)	20
	ii	Conference proceeding and news letter edited for Editor & CO- editor (Max 20 Points)	10
	iii	Book chapter/ extension leaflets/ folders for Editor & Co- editor (each) (Max 20 Points)	05
	iv	Technical/ popular article (each) (Max 20 Points)	05

Sl. No.	Activities	Details of activity	Candidate score	Assessment Committee score
1.	Transfer of Technology a. Organization of Extension training/field day/Pashu-Palan Gosthi b. Lecture delivered at Extension training programme			
2	Radio/ TV Talk			
3	Clinical Duties/Outbreak attended/On farm trials			
4	Clinical Camp/Pashu Mela/Krishi Mela/Exhibition			
5	Front line Demonstration/Livestock owner Advisement			
6	Development of Annual action Plan of Activities			
7	Group visit of farmers/visitor entertained/individual field visit			
8	Development of annual action plan of activities			
9	Group visit of farmers/ Visitor entertained/ individual field visit			
10	Village and family survey to assess the technologies gap			
11	Attending meeting at Village/ District/ University/ State/ National level			
12	Training programmes/ workshop/ conference organized			

13	As resource person for the training programme/ refreshment course/ winter/ summer schools etc.			
14	Development of functional linkage with line Deptt./ Univ./ other Institutes			
15	Feedback of research bottlenecks from farmers			
16	Technical/ Extension bulletin, training manual/ magazine (Max. 20 pints)			
17	Conference proceeding and news letter edited for Editor & CO- editor (Max 20 Points)			
18	Book chapter/ extension leaflets/ folders for Editor & Co-editor (each) (Max 20 Points)			
19	Technical/ popular article (each) (Max 20 Points)			

#### D. Designated other co-curricular activities (Max 100 points)

1	Counselors for Games & Sports, Literary, Cultural activities, Blood donation activities, Debate, Literary, NCC Officer, NSS Officer, Anti-ragging duties, Students' Tour Leader, Warden	25/activity/year
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S. No.	Activity	Description of activity like year, event, dates etc	Candidates score	Assessment committee score
1				

#### II. Publications (During the period of Assessment)

**Maximum Score 200**

A. Published work during the assessment period		
a	Full length article/ research paper published in refereed journal (each)	20/article
i	NAAS rating more than 5	20/article
ii	NAAS rating less than 5	10/article
b	For each book published / edited	
	Multi-author book with ISBN	10
	Chapter in standard books with ISBN	10
	book with ISBN Published individually	50
	Research / extension/ technical bulletin	05
c	Training manual/ proceeding of the workshop	10
d	Editor/member of Journal	5/per publication

<b>Type of Book</b>	<b>Name of Book</b>	<b>Author(s)</b>	<b>Publisher</b>	<b>Candidate's score</b>	<b>Assessment committee score</b>
<b>A. Authored Book</b> including co-authorship					
<b>B. Edited Book/</b> <b>Proceedings</b>  i Chief Editor  ii Member Editorial Board					
<b>C. Chapter/Bulletin</b>					
<b>D. Training</b> manual/Proceeding of workshop					

<b>Brief Title of paper published in Journal/ Presented &amp; documented in symposium/Seminar/Conference best poster/paper award/popular article in Journals/ magazines/ Newspapers</b>	<b>Journal name with NAAS impact factor value Symposium/ Seminar/conference details</b>	<b>Year</b>	<b>Candidates Score</b>	<b>Assessment Committee Score</b>



**III. Summer/Winter School/Refresher course/ Special training/Symposia, Seminar, Workshop/Conference :** Max Score : 50

<b>A. III Summer / winter school/ refresher course/ special training/ symposia/ seminar/ workshop/ conference</b>			
A		For organizing each activities as in the title	
		Up to 5 days	10
		6 to 10 days	20
		More than 10 days	50
B		Participation in summer/ winter school/ refresher course/ orientation course	10
C		Participation in special training/ orientation programmes/ symposia/ seminars/ conferences/ workshop/ annual group meeting etc.	05
D		Oral presentation:	
	i	International seminar	10
	ii	National seminar	05
		Poster Presentation	
	i	International seminar	05
	ii	National seminar	2.5
E		Foreign expose/ Advance training at National Level	30
F		Managerial training	10

Sl.No	Activity/Events	Title of events with dates	Candidates' Score	Assessment Committee' Score
1	For organizing each activities as in the title a. Up to 5 days b. 6-10 days c. More than 10 days			
2	Participation in Summer/ winter school/ refresher course/orientation course			
3	Participation in special training orientation programmes/symposia / seminar/conference/workshops/annual group meeting etc.			

4	(A) Oral Presentation (i) International (ii) National (B) Poster presentation (i) International (ii) National			
5				

**IV. Awards / distinction received during the assessment period (Max Score 50)**

1	International Award	25 /Award
2	National Award	20 /Award
3	State Award	15 /Award
4	University Award/ Best Teacher Award	10 /Award
5	Professional Society Award/ Institutional Award	10 /Award

S. No.	Award	Name of Award	Year of Award	Whether, Individual/ Team Award	Candidate's score	Assessment committee score
1.	International Award					
2.	National Award					
3.	State Award					
4.	University Best Teacher Award					
5.	Professional Society/International Award					

**V. Institute Development Activities (During assessment period) : Max Score 120**

Activity as

**10/ Per activity/Year**

Transport Officer, Store Purchase Officer, Establishment Officer, I/C Student Welfare, I/C Assistant Student Welfare, Deputy COE, Deputy Registrar, I/C Library, I/C Security, I/C Electricity, Estate Officer, I/C Publication, I/C Communication Centre, I/C Placement, I/C ARIS/AKMU, Assistant Director Research, Assistant Director Extension, Technical Officer, I/C ILFC, I/C Farm and University Administrative responsibility etc assigned by Competent authority.

Organization of University events and functions.

S. No.	Name of Duty	Period		Candidate's score	Assessment committee score
		From	To		

## DECLARATION

I ..... certify that the above information is correct and complete to the best of my knowledge and belief and nothing has been concealed / distorted. If at any time it is found that any information is false concealed / distorted, then my appointment shall be liable to summarily termination without any notice / compensation & criminal case may be initiated against me under the relevant provision of Indian Panel Code and other laws as applicable.

**Date :**

**Signature of Candidate**

Verified that the information furnished by the teacher with regard to teaching / research / extension activities and publications etc are correct for the assessment period from ..... to .....

**Date :**

**Signature & Remarks, if any, by HoD**

**Date :**

**Signature & Remarks, if any, by Dean Faculty**

### Information to be filled by Office of CPO

<b>VI. Annual Self Appraisal Report during the assessment period</b>		<b>Max Score : 80</b>
	Grade	AGP of Rs. 6000 to7000 and 7000 to 8000
a	Outstanding	40 / Year
b	Very Good	30 / Year
c	Good	20 / Year
d	Average	15 / Year
e	Below Average	10 / Year

1. No minor / major penalty has been imposed on him / her during the said assessment period.
2. The work and conduct of Dr..... as observed from the Annual Self Appraisal Report for the assessment period has been found to be satisfactory.
3. Annual Assessment Report grading for the assessment period is given below:

Assessment period									
Grading by Reporting/Accepting Officer									

**Date :**

**Signature of Chief Personnel Officer**

### Score Tally

Sl.No.	Academic Performance Indicator	Maximum Score	Score obtained
1	I. Teaching/Research /Extension Activities	500	
2	II. Publications	200	
3	III. Summer/Winter School/Refresher course/ Special training/Symposia, Seminar, Workshop/Conference	50	
4	IV. Awards / distinction received during the assessment period	50	
5	V. Institute Development Activities	120	
6	VI. Annual Self Appraisal Report	80	
	Total API Score	1000	

Signature of the Assessment Committee

**UP PANDIT DEEN DAYAL UPADHYAYA PASHU CHIKITSA VIGYAN VISHWAVIDYALAYA  
EVAM GO – ANUSANDHAN SANSTHAN, MATHURA**

**Performa for Score Card Based Appraisal System (PBAS) for promotion from**

- 1. Assistant Professor (Stage-3) to Associate Professor (Stage-4)**
- 2. Associate Professor (Stage-4) to Professor (Stage-5)**

**Assessment period from ..... to .....**

Photo

1. Name :
2. Father's/Husband's Name :
3. Mother's Name :
4. Promotion Applied for:
5. Subject :
6. Present place of posting with full official and residential address along with phone numbers and e-mail address:
  - (i) Date & Designation of first appointment in the university.....
  - (ii) Date of Appointment as Assistant Professor.....
  - (iii) Date of Award of Senior Scale.....
  - (iv) Date of Award of Selection Grade.....
  - (v) Date of appointment as Associate Professor.....
  - (vi) Academic Qualification (Starting from Graduation)

<b>S. No.</b>	<b>Degree</b>	<b>Subject</b>	<b>Year of Passing</b>	<b>Institute/ University</b>	<b>O.G.P.A Percentage</b>
1.	Graduation				
2.	Post Graduation				
3	Ph.D.				
4	Post Doctoral				

**Total Score : 1000**

**Minimum Score to be obtained : 750**

**I. Teaching/Research /Extension Activities**

**Maximum Score : 400**

**A. Teaching**

a		API Score
i	UG/PG/Ph.D classes either individual or in collaboration (each course/ batch)	25/yr/course
ii	Experiential learning course/ Internship/Industrial training/ other similar courses	15/yr
iii	Design of curriculum/ development of new course for UG/PG/Ph.D	10/course
iv	Examination duties, paper setter/ evaluation (per year)	20/duty
b.	Guidance to PG students	
i	Ph.D students guided as Major Advisor/Co-Advisor	20/student
ii	M.V.Sc./M.Sc student guided-Major Advisor/Co-Advisor	15/student
iii	Member Advisory Committee M.V.Sc./M.Sc/ Ph.D	05/student
iv	Member Advisory Committee BVSC/BSc per student	02/Student/Year
c.	Teaching aids developed: Practical manuals/e-notes each	10/yr
d.	Evaluation of thesis of other Universities as external expert (each)	10/assignment
e.	Conduct of practical/ Viva-voce of other University	05/exam

**1. Course Taught (UG, PG & Ph.D)**

Sl.No.	Course No with credit hour	Semester/Year	Taught Individual or collaboration	Candidate' Score	Assessment Committee score

**2. Teaching and allied activities**

Sl.No	Activities	Semester/Year	Individual or collaboration	Candidate ' Score	Assessment Committee score
1	Experiential Learning/Internship				
2	Design of Curriculum/Development of Course for UG,PG & PhD				

3	Examination Duties/Paper Setter/Evaluation				
4	Teaching aids developed/Practical manuals/E-Notes etc				
5	Conduct of Practical Viva-Voce of other Universities				
6	Evaluation of Thesis of other Universities				

### 3. Students Guided

Level		Number of Students completed	Candidate's score	Assessment Committee score
<b>Master</b>	Major Advisor			
	Co- Advisor			
	Member Advisory Committee			
<b>Doctoral</b>	Major Advisor			
	Co- Advisor			
	Member Advisory Committee			

## B. Research

### 1. Externally Funded Research Projects

a.			
	i	Field Experiments/testing conducted	25/yr
	ii	Co-ordinated/ AICRP project/outreach/Network project	
		a. Project Incharge (PI)	30/project/yr
		b. Co-PI	15/project/yr
b.		Ad-hoc projects	
	i	Projects awarded (International)	30/project/yr
	ii	Projects awarded (national)	20/project/yr
	iii	Consultancy Projects/Institutional Project by the University/Private funded projects	15/project/yr
	iv	New Projects Submitted (max. one year) to outside funding agency	10/project
c.	i	Patents granted (as PI)	100/patent
	ii	IPR granted	50/IPR



	iii	Research Methodology/ technology developed	50/technology
d.		Preparation of annual report/ QRT report	20/report/yr
e.		Member of National Monitoring Committee constituted by ICAR/ Institute	20/team

S. No.	Project Title	Capacity in which associated PI/Co-PI	Funding Agency	Budget of the project (Rs.)	Location	Duration		Candidate's score	Assessment committee score
						From	To		

### 3. Organization /Implementation of other schemes including University funded Research Project schemes

S. No.	Name of scheme	Capacity in which associated	Period		Work done	Candidate's score	Assessment committee score
			From	To			

### C. Extension Activities

a.		Transfer of technologies	
	i	Organization of extension training/ field day/Pashu Palan Goshthi	25/event
	ii	Lecture delivered at extension training (Max. 30 points)	15/lecture
	iii	Radio/ TV talk (Max. 50 points)	10/talk
b.	i	Clinical duty/ ILFC duty/ Outbreak attended/On –farm trials	25/activity/yr
	ii	Clinical Camps / Pashu Mela/Krishi Mela/ Exhibitions etc.	25/event/yr
	iii	Advisory services endorsement by controlling Officer	05/yr
	iv	Front line demonstration/Livestock owners advisement	15/yr
	v	Development of annual action plan of activities	10/plan

	vi	Group visit of farmers/ Visitor entertained/ individual field visit	10/visit
	vii	Village and family survey to assess the technologies gap	10/survey
	viii	Attending meeting at Village/ District/ University/ State/ National level	10/meeting
c.		Training programmes/ workshop/ conference organized	10/event
d.		As resource person for the training programme/ refreshment course/ winter/ summer schools etc.	10/event
e.		Development of functional linkage with line Deptt./ Univ./ other Institutes	10/event
f.		Feedback of research bottlenecks from farmers	05/yr
g.	i	Technical/ Extension bulletin, training manual/ magazine (Max. 20 pints)	20
	ii	Conference proceeding and news letter edited for Editor & CO- editor (Max 20 Points)	10
	iii	Book chapter/ extension leaflets/ folders for Editor & Co-editor (each) (Max 20 Points)	05
	iv	Technical/ popular article (each) (Max 20 Points)	05

Sl. No.	Activities	Details of activity	Candidate score	Assessment Committee score
1.	Transfer of Technology c. Organization of Extension training/field day/Pashu-Palan Gosthi d. Lecture delivered at Extension training programme			
2	Radio/ TV Talk			
3	Clinical Duties/Outbreak attended/On farm trials			
4	Clinical Camp/Pashu Mela/Krishi Mela/Exhiition			
5	Front line Demonstration/Livestock owner Advisement			
6	Development of Annual action Plan of Activities			
7	Group visit of farmers/visitor entertained/individual field visit			
8	Development of annual action plan of activities			
9	Group visit of farmers/ Visitor entertained/ individual field visit			
10	Village and family survey to assess the technologies gap			
11	Attending meeting at Village/			

	District/ University/ State/ National level			
12	Training programmes/ workshop/ conference organized			
13	As resource person for the training programme/ refreshment course/ winter/ summer schools etc.			
14	Development of functional linkage with line Deptt./ Univ./ other Institutes			
15	Feedback of research bottlenecks from farmers			
16	Technical/ Extension bulletin, training manual/ magazine (Max. 20 pints)			
17	Conference proceeding and news letter edited for Editor & CO- editor (Max 20 Points)			
18	Book chapter/ extension leaflets/ folders for Editor & Co-editor (each) (Max 20 Points)			
19	Technical/ popular article (each) (Max 20 Points)			

**D. Designated other co-curricular activities (Max 100 points)**

1	Counselors for Games & Sports, Literary, Cultural activities, Blood donation activities, Debate, Literary, NCC Officer, NSS Officer, Anti-ragging duties, Students' Tour Leader, Warden, Student welfare activity	25/activity/year
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S. No.	Activity	Description of activity like year, event, dates etc	Candidates score	Assessment committee score
1				

**II. Publications (During the period of Assessment)**

**Maximum Score 300**

<b>A. Published work during the assessment period</b>		
a	Full length article/ research paper published in refereed journal (each)	20/article
i	NAAS rating more than 5	20/article
ii	NAAS rating less than 5	10/article
b	For each book published / edited	
	Multi-author book with ISBN	10
	Chapter in standard books with ISBN	10

	book with ISBN Published individually	50
	Research / extension/ technical bulletin	05
c	Training manual/ proceeding of the workshop	10
d	Editor/member of Journal	5/per publication

Type of Book	Name of Book	Author(s)	Publisher	Candidate's score	Assessment committee score
<b>A.</b> Authored Book including co-authorship					
<b>B.</b> Edited Book/ Proceedings i Chief Editor ii Member Editorial Board					
<b>C.</b> Chapter/Bulletin					
<b>D.</b> Training manual/Proceeding of workshop					

Brief Title of paper published in Journal/ Presented & documented in symposium/Seminar/Conference best poster/paper award/popular article in Journals/ magazines/ Newspapers	Journal name with NAAS impact factor value Symposium/Seminar/conference details	Year	Candidate's Score	Assessment Committee Score


III. Summer/Winter School/Refresher course/ Special training/Symposia, Seminar, Workshop/Conference : Max Score: 50

<b>A. III Summer / winter school/ refresher course/ special training/ symposia/ seminar/ workshop/ conference</b>			
A		For organizing each activities as in the title	
		Up to 5 days	10
		6 to 10 days	20
		More than 10 days	50
B		Participation in summer/ winter school/ refresher course/ orientation course	10
C		Participation in special training/ orientation programmes/ symposia/ seminars/ conferences/ workshop/ annual group meeting etc.	05
D		Oral presentation:	
	i	International seminar	10
	ii	National seminar	05
		Poster Presentation	
	i	International seminar	05
	ii	National seminar	2.5
E		Foreign expose/ Advance training at National Level	30
F		Managerial training	10

Sl.No	Activity/Events	Title of events with dates	Candidates ' Score	Assessment Committee Score
1	For organizing each activities as in the title d. Up to 5 days e. 6-10 days f. More than 10 days			
2	Participation in Summer/ winter school/ refresher course/orientation course			
3	Participation in special training orientation programmes/symposia/seminar/conference /workshops/annual group meeting etc.			
4	(C) Oral Presentation (iii) International (iv) National (D) Poster presentation (iii) International (iv) National			
5				

**IV. Awards / distinction received during the assessment period (Max Score 50)**

1	International Award	25 /Award
2	National Award	20 /Award
3	State Award	15 /Award
4	University Award/ Best Teacher Award	10 /Award
5	Professional Society Award/ Institutional Award	10 /Award

<b>S. No.</b>	<b>Award</b>	<b>Name of Award</b>	<b>Year of Award</b>	<b>Whether, Individual/ Team Award</b>	<b>Candidate's score</b>	<b>Assessment committee score</b>
1.	International Award					
2.	National Award					
3.	State Award					
4.	University Best Teacher Award					
5.	Professional Society/International Award					

**V. Institute Development Activities (During assessment period) : Max Score 120**

Activity as

**10/ Per activity/Year**

Transport Officer, Store Purchase Officer, Establishment Officer, I/C Student Welfare, Assistant I/C Student Welfare, Deputy COE, Deputy Registrar, I/C Library, I/C Security, I/C Electricity, Estate Officer, I/C Publication, I/C Communication Centre, I/C Placement, I/C ARIS& AKMU, Assistant Director Research, Assistant Director Extension, Technical Officer, I/C ILFC, I/C Farm and University Administrative responsibility etc assigned by Competent authority.

**Organization of University events and functions.**

S. No.	Name of Duty	Period		Candidate's score	Assessment committee score
		From	To		

**DECLARATION**

I ..... certify that the above information is correct and complete to the best of my knowledge and belief and nothing has been concealed / distorted. If at any time it is found that any information is false concealed / distorted, then my appointment shall be liable to summarily termination without any notice / compensation & criminal case may be initiated against me under the relevant provision of Indian Panel Code and other laws as applicable.

**Date :**

**Signature of Candidate**

Verified that the information furnished by the teacher with regard to teaching / research / extension activities and publications etc are correct for the assessment period from ..... to .....

**Date :**

**Signature & Remarks, if any, by HoD**

**Date :**

**Signature & Remarks, if any, by Dean Faculty**

**Information to be filled by Office of CPO**

<b>VI. Annual Self Appraisal Report during the assessment period</b>		<b>Max Score : 80</b>
	Grade	AGP of Rs. 8000 to 9000 and 9000 to 10000
a	Outstanding	40 / Year
b	Very Good	30 / Year
c	Good	20 / Year
d	Average	15 / Year
e	Below Average	10 / Year

1. No minor / major penalty has been imposed on him / her during the said assessment period.
2. The work and conduct of Dr..... as observed from the Annual Self Appraisal Report for the assessment period has been found to be satisfactory.
3. Annual Assessment Report grading for the assessment period is given below:

Assessment period									
Grading by Reporting/Accepting Officer									

**Date :**

**Signature of Chief Personnel Officer**



### Score Tally

Sl.No.	Academic Performance Indicator	Maximum Score	Score obtained
1	I. Teaching/Research /Extension Activities	400	
2	II. Publications	300	
3	III. Summer/Winter School/Refresher course/ Special training/Symposia, Seminar, Workshop/Conference	50	
4	IV. Awards / distinction received during the assessment period	50	
5	V. Institute Development Activities	120	
6	VI. Annual Self Appraisal Report	80	
	Total API Score	1000	

Signature of the Assessment Committee