



**SRI VENKATESWARA VETERINARY UNIVERSITY: TIRUPATI**  
**CAREER ADVANCEMENT SCHEME**

PERFORMAMNCE BASED APPRAISAL SYSTEM (PBAS)

**Application for promotion under CAS, 2010**  
**From Stage\_\_\_\_\_ to Stage\_\_\_\_\_**  
**with cutoff date of \_\_\_\_\_**  
**PART – I**

SELF APPRAISAL REPORT OF THE PERSON UNDER REVIEW  
(TO BE FILLED IN BY THE CANDIDATE)

GENERAL INFORMATION

1. Name in Full (in Block letters ) :
  
2. Designation :
  
3. Department :
  
4. Place of work :
  
5. Address for correspondence :  
Including e-mail and mobile no.
  
6. Date of appointment in :  
ANGRAU/SVVU Day Month Year
  
7. Date of obtaining Ph.D. degree :
  
8. Present Pay Band and Grade Pay :
  
9. Date of placement :  
in the present stage (AGP)

10. Employment Record in ANGRAU/SVVU  
**(For the assessment period only\*)**

Station / Centre (Place of work with full address)	Designation / Post held	Scale of Pay	Period		Total Period	Nature of duties		
			From	To				
(1)	(2)	(3)	(4)	(5)	(6)	(7)		
					Y	M	D	
1.	Total Period							
2.	Period not qualified for purpose of increment							
3.	Net period (1-2)							

11. Employment Record Outside SVVU/ANGRAU  
**(For the assessment period only\*)**

Organization &Name of the Employer	Govt. or Quasi Govt.	Post held	Scale of pay	Period		Total period	Nature of duties	Date and Reasons for leaving	
				From	To				
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	
							Y	M	D
1.	. Total Period								
2.	Period not qualified for purpose of increment								
3.	Net period (1-2)								

(\*) 4/5 years in case of Stage.II/05 years in case of Stage III/03 years in case of Stage IV and V and 10 years in case of Stage VI

12 a) Stage and Grade Pay eligible :

b) Date of eligibility :

**Note:**

- a) For moving from 6000 AGP to the next higher grade pay of 7000 stage 2: 04 years of service as Assistant Professor with Ph.D/05 years of service as Asst.Professor with M.Phil/P.G. in relevant discipline etc are eligible.
- b) For moving from 7000 AGP to the next higher stage of 8000 AGP: Asst.Professors who have completed 05 years of service in the Grade 7000 AGP(Stage2) shall be eligible.
- c) For moving from 8000 AGP to the next higher grade pay of 9000 (Stage 4): Asst.Professors completing three years in Stage 3 shall be eligible to be designated as Associate Professor.
- d) Associate Professor completing three years of service in stage 04 and possessing a Ph.D degree in the relevant discipline shall be eligible to be appointed and designated as Professor and be placed in the next higher grade pay of 10000 (Stage 05) provided that no teacher, other than those with a Ph.D., shall be promoted or appointed as Professor.
- e) Teacher completing 10 years of service as Professor shall be eligible for promotion to the higher grade of Professorship (stage 06) with AGP of 12000.

**13.DETAILS OF WORK DONE**

**TEACHING:**

i. Courses offered:

Degree	Academic Year & Semester	Courses Offered	Credits	
			Theory	Practical
(1)	(2)	(3)	(4)	(5)
UG				
PG				

ii. No. of P.G. Students Guided.(only successfully completed)

Degree	Academic year	No. of PG Students Guided as Major Advisor	No. of Students Guided as Minor Advisor
1	2	3	4
Master			
Ph.D.			

(iii). Additional Duties (responsibilities) shouldered :

Responsibility	Period			Significant contributions, If any
	From	To	Total	
	1	2	3	4
1. Officer-in-Charge Academic Activities (PG)				
2. Officer-in-Charge Academic Activities (UG)				
3. Warden				
4. Additional Warden				
5. Officer-in-Charge of Student Activities				
6. NSS Programme Officer/Coordinator				
7. NCC Officer				
8. Officer-in-charge Placement Cell				
9. Tour Leader				
10. Any Other Additional Responsibility				



**C) EXTENSION WORK**

Type of Extension	Number	Location- District, Mandal, Village	Work done and Year	Responsibility i.e, Coordinator / Organizer /Associate Member/Resource Person	Output /impact
1	2	3	4		5
1.Health camps					
2.On-farm Trials/ Demonstrations					
3.Transfer of Technology					
4. Interaction with farmers through farmers meet					
5. Organization of Kisan Melas/ Village Adoption					
6. Training Programmes conducted for farmers and officers of the line departments, NGOs and other organizations					
7. Innovations in transfer of technologies					
8. T&V Meetings					
9. AMC Level Training					
10. Others					

**D) Additional Responsibilities shouldered in Extension, if any:**

1. Diagnostic Surveys/Health Committee Visits/Joint Field Visits with dates & Places:

2. Disaster/Crisis Managements Team Leader or Member:

3. Any other Additional Duties Attended:

D) **ADMINISTRATION** i.e, Head of the Institution  
(Including Addl.charge duties if any)

Post Held	Period		Total Period	Remarks
	From	To		

14. (a) Orientation course attended – 2/3 weeks

Sl. No.	Name of the course	Place	From	To	Duration (days)	Sponsoring Agency
1.						
2.						

(b) Refresher/Research Methodology course of 2/3 weeks duration attended

Sl. No.	Name of the course	Place	From	To	Duration (days)	Sponsoring Agency
1.						
2.						

(c) Methodology Workshop, training, technology, evaluation tech Programme, soft skills development programme & Faculty development programmes of 2/3 weeks

Sl. No.	Name of the course	Place	From	To	Duration (days)	Sponsoring Agency
1.						
2.						

(d) Methodology Workshop, training, technology, evaluation tech Programme, soft skills development programme & Faculty development programmes of one week duration

Sl. No.	Name of the course	Place	From	To	Duration (days)	Sponsoring Agency
1.						
2.						

The minimum no.of training courses and duration shall be as per CAS Regulations, 2010

**15. PUBLICATIONS****(a) Research Articles/Research Notes Published in refereed Journals only****As 1<sup>st</sup> Author**

Authors Name	Year of Publication	Title of the Paper	Name of the Journal	Vol. No. & Issue No.	Type of Research Article (Full Paper / Note/Short Communication/ Review Article)
1.	2.	3.	4.	5.	6.
	+				

**As 2<sup>nd</sup> Author**

Authors Name	Year of Publication	Title of the Paper	Name of the Journal	Vol. No. & Issue No.	Type of Research Article (Full Paper / Note/Short Communication/ Review Article)
1.	2.	3.	4.	5.	6.

**As 3<sup>rd</sup> Author and above.**

Authors Name	Year of Publication	Title of the Paper	Name of the Journal	Vol. No. & Issue No.	Type of Research Article (Full Paper / Note/Short Communication/ Review Article)
1.	2.	3.	4.	5.	6.

**b) Research Articles/Research Notes Published in non- refereed Journals only****As 1<sup>st</sup> Author**

Authors Name	Year of Publication	Title of the Paper	Name of the Journal	Vol. No. & Issue No.	Type of Research Article (Full Paper / Note/Short Communication/ Review Article)
1.	2.	3.	4.	5.	6.



**As 2<sup>nd</sup> Author**

Authors Name	Year of Publication	Title of the Paper	Name of the Journal	Vol. No. & Issue No.	Type of Research Article (Full Paper / Note/Short Communication/ Review Article)
1.	2.	3.	4.	5.	6.

**As 3<sup>rd</sup> Author and above.**

Authors Name	Year of Publication	Title of the Paper	Name of the Journal	Vol. No. & Issue No.	Type of Research Article (Full Paper / Note/Short Communication/ Review Article)
1.	2.	3.	4.	5.	6.

**C) Conference proceedings as full papers (Abstract not to be included) with details.**

Authors Name	Year of Publication	Title of the Paper	Name of the Conference	Page No.
1.	2.	3.	4.	

d) Text Books published **(related to the Discipline/Specialization)** /Lab Manuals printed **(only those related to the Courses taught)** to be listed:

e) Book Reviews, Chapters in Books Published, Books/Bulletins Edited during the Period under Review. **(Provide a list with details of Publishers, Title of the Chapter, Review Articles etc.)**

f) Other Publications: List separately other publications/ documents prepared such as Annual Reports, Technical Bulletins, Lead Papers, etc Published during the Period under Review.

16. Period spent on deputation or otherwise for higher studies

Institution / Place of work	Deputed by SVVU/ANGRAU or self study	Period		Degree Awarded	Date of award of degree	Subject and Field of Specialization
		From	To			
(1)	(2)	(3)	(4)	(5)	(6)	(7)

17. Particulars of leave availed which is not counted for annual increment i.e., EOL on private affairs/dies-non etc.,

From	To	Total Period

18. Are you appointed conditionally as Asst.Prof. for not having NET qualification on date of appointment as Asst.Prof.

If so whether acquired NET qualification subsequently or not. If acquired date of acquiring NET qualification :  
(Enclose proof)

19. Significant Achievements in Teaching / Research / Extension /Administration (Not the work done report) separately year wise for the period under report (Not more than one page only)

20. (a) Award & Honours before the period of assessment  
(List the type of Awards at University, State, National, International level etc.)

(b) Award & Honours during the period of assessment  
(List the type of Awards at University, State, National, International level etc.)

Certified that the information provided by me is true and correct to the best of my knowledge and belief.

**Signature of the Applicant**

Certified that the above information is verified with office records and found correct.

**Signature of the Head of the Office**

To be filled by applicant:

**A B S T R A C T (Check list)**  
**PROMOTION UNDER CAS, 2010**

1. Name of the Candidate :
2. Designation of the Candidate :
3. Date of Entry into University service :
4. Present Grade Pay and AGP :
5. Stage Applied for : Stage2/Stage3/Stage4/Stage5/Stage.6
6. Period spent for Ph.D :  
Inside the Uni/Outside Uni.  
If inside Uni- Part-time/fulltime  
  
Specify the course work duration
7. Particulars of leave availed :  
which is not counted for annual  
increment i.e., EOL on private  
affairs/dies-non etc.,
8. Date of completion of required :  
number of qualifying years  
  
For stage 2: 4 years as Asst.Professor with Ph.D/  
05 years as Asst.Prof with P.G. in relevant discipline  
For Stage 3: 05 years at AGP 7000  
For stage 4: 03 years at AGP 8000  
For stage 5 : 03 years as Assoc.Professor in PB IV with AGP 9000  
For stage 6 : 10 years as Professor
9. Whether candidate possess : Yes/No  
Ph.D if so date of acquisition  
Date:
10. Whether Ph.D was both by : Yes/No  
course work & Research work

11. Date of eligibility :
  
12. Average API score in Category I & II put together from 01.01.2015 to 31.12.2015, 01.01.2016 to 31.12.2016 and 01.01.2017 to 31.12.2017 (Minimum score is 75)
  
13. Aggregate API Score in Category III for entire assessment period (Minimum is 30 in Stage-II, 40 in Stage III, 30 in Sage IV, 50 in Stage V and 250 in stage VI)
  
14. Whether fulfilled minimum average API score in Category I & II : Yes/No
  
15. Whether fulfilled minimum aggregate API Score in Category III : Yes/ No
  
16. Whether attended one orientation & One refresher/Research Methodology course of 2/3 weeks duration ( in case of stage 2) : Yes/No  
If yes duration & dates
  
17. Whether attended one course/programme from among the categories of refresher courses, methodology, workshops, training, teaching-learning' evaluation, tech. programme, soft skills development Programmes & faculty development programme of 2/3 weeks duration (for stage 3) : Yes/No  
If yes duration & dates

18. Whether attended one : Yes/No  
course/training programme  
among the categories of If yes duration & details  
methodology workshops  
training, teaching-learning  
evaluation tech. programme,  
soft skills development  
Programmes & faculty  
development Programmes of  
minimum one week duration (  
for stage 04)
19. Whether conditional  
appointment is given in case of  
Asst.Prof. post for not having  
NET Qualification on the date of  
appointment as Asst.Prof.
- Whether acquired NET  
qualification subsequently or  
not.
- If NET is acquired  
subsequently, date on which  
NET acquired.
20. Whether published minimum of : Yes/No  
03 publications upto stage 3  
(for stage 4)
21. Whether published minimum of : Yes/No  
05 publications during stage 03  
& 04 ( for stage 05 only)
22. Whether 60% & 40% weightage : Yes/No  
is given for joint publications in  
category III A
23. a) Whether eligible for : Yes/No  
promotion based on API score  
requirements & refresher  
course etc
- b) If yes date of eligibility

**Signature of the applicant**



**For Office Use:**

Whether candidate is eligible or not :

If eligible, date of eligibility :

If not eligible, reasons :

**Signature of scrutiny committee members:**

**Service particulars & eligibility date verified by Services.I section:**

**SUPERINTENDENT**

**ASST.REGISTRAR (T.E)**



**To be filled by Applicant:**

**SRI VENKATESWARA VETERINARY UNIVERSITY TIRUPATI  
CAREER ADVANCEMENT SCHEME 2010**

**ABSTRACT OF API SCORES**

Name of the Teacher : \_\_\_\_\_

Discipline : \_\_\_\_\_

Faculty : \_\_\_\_\_

**ABSTRACT OF API SCORES OF CATEGORY I & II**

Sl. No.	Year	Category I	Category II						Total of Category I + II
			1	2	3	4	5	6	
1									
2									
3									
Total API Score for period of assessment									
Average API Score for period of assessment (A)									

**ABSTRACT OF API SCORES OF CATEGORY III**

Year	API Score of Category III						Total
	A	B	C	D	E	F	
Aggregate API Score for assessment period							

**Signature of the Applicant**



**SRI VENKATESWARA VETERINARY UNIVERSITY: TIRUPATI**

**PART -II**

**APPENDIX — III TABLE — I**

**SCORES FOR ACADEMIC PERFORMANCE INDICATORS (APIs) FOR CAREER ADVANCEMENT SCHEME (CAS) OF TEACHERS**

**CATEGORY I(\*): TEACHING, LEARNING, EVALUATION, ADMINISTRATION AND RELATED ACTIVITIES**

**Brief Explanation:** Based on the teacher’s self-assessment, API scores are assigned for (a) teaching related activities; (b) domain knowledge; (c) participation in examination and evaluation; (d) contribution to innovative teaching, new courses etc. and administration at University level. The self-**assessment** score should be based on objectively verifiable criteria wherever possible and will be finalized by the screening / selection committee.

S. No.	Nature of Activity	Max. Score	From ----to-----		From ----to-----		From ----to-----	
			Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee
1	Lectures, Seminars, Practicals, Contact hours undertaken	30						
2	Preparation of innovative instructional material as per curriculum; syllabus enrichment by providing additional resources to students like CDs, Lab Manuals, etc	10						
3	Use of participatory and innovative teaching-learning methodologies; (i.e e-courses/New courses	20						

**(\* Score has to be given for each year separately starting each year**

Note: **Documentary evidence** should be arranged in a sequential order by assigning serial numbers. Indicate to S.No. of enclosures for above claims of **category-I** From \_\_\_\_\_ to \_\_\_\_\_.

4	Examination and related duties including Moderator, Invigilator, Superintendent, Chief Superintendent ,	<b>20</b>						
5	Organization of Seminars / Symposia / Conferences / Winter / Summer Schools and conduct of Training Programmes /Technical management/Academic Meetings	<b>25</b>						
6	Nomination / Appointment as Member, BOM of Universities / Academic Councils/Board of Studies/Faculty Board of SVVU and other Universities	<b>10</b>						
7	Administration of Academic, Research, Extension Institutions at University level (Deans, Directors, Controller of Examination, Registrar etc.)	75						
8	Administration of Academic Institutions as Associate Dean / Officer i/c DT programme (including FAC)	65						
9	T.O. to V.C/University Officers	60						
10	Heads of Research Stations / KVKs / Vety.Hospitals / Polytechnics / Specialized labs (including FAC)	60						
11	Faculty working in Research stations / KVKs / Vety.Hospitals / Polytechnics / Specialized labs other than Heads	50						
Total Score								

**CATEGORY II (\*) : CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES**

**Brief Explanation:** Based on the teacher's self-assessment, category II API scores are assigned for co-curricular and extension activities; and Professional development related contributions. The self-assessment score should be based on objectively verifiable criteria and will be finalized by the screening/selection committee.

S. No	Nature of Activity	Max. Score	From----- to-----		From----- to-----		From----- to-----	
			Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Self Assessment Score	Self Assessment Score	Score Allotted by Screening Selection Committee
1.	<b>Extension and field based activities, Student related co-curricular activities, NSS / NCC, Cultural activities, Subject related events, Advisement ,Counseling and others</b>	<b>50</b>						
	a) NSS – 30							
	b) NCC – 30							
	c) Warden – 50							
	d) Chief Warden -10							
	e) Additional Warden – 20							
	f) Officer i/c Academic Matters (UG / PG) – 50							

**(\*) Score has to be given for each year separately starting from 01.01.2015 onwards i.e., 1<sup>st</sup> year from ----- to-----, 2<sup>nd</sup> year from ----- to -----, 3<sup>rd</sup> year from \_\_\_\_\_ to \_\_\_\_\_**

Note: **Documentary evidence** should be arranged in a sequential order by assigning serial numbers. Indicate to S.No. of enclosures for above claims of **category-I** From \_\_\_\_\_ to \_\_\_\_\_.

<b>g)</b>	OSA – 30							
<b>h)</b>	Officer i/c Placement Cell - 20							
<b>i)</b>	Officer conducting Educational and other tours-50							
<b>j)</b>	Transport i/c – 10							
<b>k)</b>	Liaison officer i/c – 10							
<b>l)</b>	i/c Internship /FIWEP/ELP, etc-20							
<b>m)</b>	Editor College Magazines – 10							
<b>n)</b>	Preparation of Annual Report/Financial Report/Technical Report/Convocation address etc – 10 each							
<b>o)</b>	Flood relief / Natural Calamities work – 10							
<b>p)</b>	Student advisor – 5							
<b>q)</b>	Membership students teacher council.- 3							
<b>r)</b>	Editor news letter – 20							

S. No	Nature of Activity	Max. Score	From ----to-----		From _____ to _____		From _____ to _____	
			Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee
<b>2.</b>	<b>Extension Work</b>	<b>50</b>						
	<b>a)</b> Radio talks / TV Programmes - 5 each							
	<b>b)</b> Live Programme (Radio/TV)-10 each							
	<b>c)</b> Popular articles - 3each							
	<b>d)</b> Farmers Training - 20 each							
	<b>e)</b> Participation in Rythuchaitanya yatras - 5 each							
	<b>f)</b> Participation in Rythu sadassus/Kisan Melas - 5 each							
	<b>g)</b> Other farmer related meetings - 5 each							
	<b>h)</b> Organization of Kisan Melas - 20 each							
	<b>i)</b> Organization of Exhibitions etc - 20 each							
	<b>j)</b> Developmental activities in adopted villages - 10							
	<b>k)</b> CDs / DVDs prepared for Extension purpose - 20 each							

	1)	Attending to activities of NGOs / SH groups etc - 10							
3.		<b>Contribution to Corporate life and management of the department / Institution/University through participation in academic and administrative committees and responsibilities.</b>	50						
	a)	Academic / Finance / Health / Other committees as Chairman - 10each and member - 05 each							
	b)	University Head of the Department-10							
	c)	Additional Administrative duties discharged in addition to the regular job -15							

S. No	Nature of Activity	Max. Score	From ----to-----		From ----to-----		From ----to-----	
			Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee
4.	<b>Diagnosis, Treatment and related activities</b>	<b>50</b>						
	a) Treatment of animals per year Up to 250 cases - 20; 251- 500 cases - 30; 501 - 1000 cases - 40; > 1000 - 50							
	b) (No. of samples handled per year in specialized labs- less than 100-10;101 to 200- 20; 201 to 300 - 30; > 300 - 50							
	c) Analysis of clinical samples for expert diagnosis per year : less than 200 - 5, 201 - 500 - 10; 501 - 1000-15; > 1000 - 20							



5.	<b>Professional Development activities (such as participation in seminars, conferences, short term training courses, talks, lectures, membership of associations, dissemination and general articles, not covered elsewhere</b>	50						
	<b>d)</b> Establishment of Departments in new Colleges, establishment of New Labs/departments / Specialized Labs / Units/Farms/Institutions - 20							
	<b>e)</b> Fellows of Academic / Professional Organizations - 5 each							
	<b>f)</b> Meritorious Teaching /Research/Extension Awards University Level -5, State Level - 10, National Level - 15							
	<b>g)</b> Examination duties of other Universities / Organizations - 3 each							
	<b>h)</b> Nodal Officer/Centre in-charge/Chief Supdt/Observer for ASRB / ICAR/VCI/EAMCET/ Other Common Entrance Tests/ Admissions /Counseling 10 each							

S. No	Nature of Activity	Max. Score	From ----to-----		From ----to-----		From ----to-----	
			Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee
	<b>i)</b> Member, Editorial board – 5 each							
	<b>j)</b> Referee for journals – 5 each							
	<b>k)</b> Member of selection/Inspection committees of the other Universities / VCI / ASRB, etc. – 10 each							
	<b>l)</b> President / Secretary of Professional bodies - 10 each							
	<b>m)</b> Membership of State Level Professional bodies – 2 each							
	<b>n)</b> Membership of National level Professional Bodies – 5 each							
	<b>o)</b> Membership of National / State level Professional Expert Committees - 10 each							
<b>6.</b>	In-charge of Income generation activities/ EWL Projects/Revolving fund etc < 1.00 lakh – 10; 1.0 lakh – 5.0 lakhs – 20; > 5.00 lakhs - 30	<b>30</b>						

**CATEGORY-III (\*) : RESEARCH AND ACADEMIC CONTRIBUTIONS**

**Brief Explanation:** Based on the teacher's self-assessment, API scores are assigned for research and academic contributions. The self-assessment score will be based on verifiable criteria and will be finalized by the screening/selection committee.

S. No.	Nature of Activity				From ----to-----		From ----to-----		From ----to-----	
					Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee
III A	APIs	Faculties of Veterinary / Fishery / Dairy Science	Faculties of Library / Physical Education	Points for publication						
	Research Papers published in:	Refereed Journals *	Refereed Journals*	15/ publication						
		Non-refereed but recognized and reputed journals and periodicals having ISBN / ISSN numbers.	Non-refereed but recognized and reputed journals and periodicals, having ISBN/ISSN numbers.	10/ publication						
	Conference proceedings as full papers, etc. (Abstracts not to be included)	Conference proceedings as full papers, etc. (Abstracts not to be included)	10 / publication							

**(\*) Score shall be given for category III for each year for the entire assessment period for different stages i.e, 04 /05 years in case of stage II, 05 years in case of stage III, 03 years in case of stage IV& V and 10 years in case of stage VI retrospectively upto**

Note: **Documentary evidence** should be arranged in a sequential order by assigning serial numbers. Indicate to S.No. of enclosures for above claims of **category-I** From \_\_\_\_\_ to \_\_\_\_\_.



S. No.	Nature of Activity				From ----to-----		From ----to-----		From ----to-----	
					Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee
III B	<b>APIs</b>	<b>Faculties of Veterinary / Fishery / Dairy Science</b>	<b>Faculties of Library / Physical Education</b>	<b>Points for publication</b>						
	Publications (books, chapters in books, other than refereed journal articles)	Text or Reference Books Published by International Publishers with an established peer review system	Text or Reference Books Published by International Publishers with an established peer review system	50/ sole author; 10 / chapter in an edited book						
		Subject Books by National level publishers/State and Central Govt. Publications with ISBN/ISSN numbers.	Subject Books by / national level publishers/State and Central Govt. Publications with ISBN/ISSN numbers.	25/ sole author, and 5 / chapter in edited books						
		Subject Books by Other local publishers with ISBN/ISSN numbers.	Subject Books by Other local publishers with ISBN/ISSN numbers.	15 / sole author, and 3 / chapter in edited books						
	Chapters contributed to edited knowledge based volumes published by International Publishers	Chapters contributed to edited knowledge based volumes published by International Publishers	10/Chapter							

S. No.	Nature of Activity			From ----to-----		From ----to-----		From ----to-----	
				Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee
	Chapters in knowledge based volumes by Indian/National level publishers with ISBN/ISSN numbers and with numbers of national and international directories	Chapters in knowledge based volumes in Indian/National level publishers with ISBN /ISSN numbers and with numbers of national and international directories	5 / Chapter						
	Editor of books published under Professional Associations		50						



S. No.	Nature of Activity				From ----to-----		From ----to-----		From ----to-----	
					Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee
	APIs	Faculties of Veterinary / Fishery / Dairy Science	Faculties of Library / Physical Education	Points for publication						
<b>III C</b>	<b>Research Projects</b>									
	(i) Sponsored Project carried out / ongoing	(a) Major Projects: Amount mobilized with grants above 30.0 lakhs	Major Projects: Amount mobilized with grants above 5.0 lakhs	20 /each Project for PI 10 for Co PI						
		(b) Major Projects amount mobilized with grants above 5.0 lakhs and up to 30.00 lakhs	Major Projects Amount mobilized with minimum of Rs. 3.00 lakhs and up to Rs. 5.00 lakhs	15 /each Project for PI 10 for Co PI						
		(c) Minor Projects (Amount mobilized with grants up to Rs. 5 lakh)	Minor Projects (Amount mobilized with grants above Rs. 1 lakh upto 3 lakh)	10 / each project to PI						



S. No.	Nature of Activity				From ----to-----		From ----to-----		From ----to-----	
					Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee
	<b>APIs</b>	<b>Faculties of Veterinary / Fishery / Dairy Science</b>	<b>Faculties of Library / Physical Education</b>	<b>Points for publication</b>						
	(ii) Consultancy Projects Carried out / ongoing	Amount mobilized with Minimum of Rs.10.00 lakh	Amount mobilized with Minimum of Rs.2.0 lakhs	10 per every Rs. 10 lakh and Rs. 2 lakhs for respective categories						
	iii) Staff associated with approved Research Projects of the Research Stations			PI- 20/year Co-PI-15/year						
	iv) Monitoring and coordination of research projects at university/College/ Institute level			50/year						
	(v) Completed Projects- - Quality Evaluation:	Completed Project Report (Accepted by funding agency)	Completed project report (Accepted by funding agency)	20 / each major project and 10 / each minor project						



S. No.	Nature of Activity				From ----to-----		From ----to-----		From ----to-----	
					Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee
	<b>APIs</b>	<b>Faculties of Veterinary / Fishery / Dairy Science</b>	<b>Faculties of Library / Physical Education</b>	<b>Points for publication</b>						
	(vi) Projects Outcome / Outputs	Patent / Technology transfer / Product / Process	Major Policy document of Govt. Bodies at Central and State level	30/ each national level output or patent / 50 / each for International level						
<b>III D</b>	<b>Research Guidance</b>									
	(i) MVSc / MFSc / M.Tech equivalent	Degree awarded only		(5 / each candidate as Major guide) (2 / each candidate as minor guide)						
	(ii) Ph.D	Degree awarded only		(10 / each candidate as Major guide) (5/ each candidate as minor guide)						
	(iii) MVSc / MFSc / M.Tech equivalent	Thesis submitted		2 / each candidate / (major guide only)						
	(iv) Ph.D	Thesis submitted		5/ each candidate / (major guide only)						

S. No.	Nature of Activity				From ----to-----		From ----to-----		From ----to-----		
					Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee	
	APIs	Faculties of Veterinary / Fishery / Dairy Science	Faculties of Library / Physical Education	Points for publication							
III E	<b>TRAINING COURSES AND CONFERENCE / SEMINAR / WORKSHOP PARTICIPATION</b>										
	Refresher courses, Conf., Review meetings, Work-shops, Training, Teaching – Learning – Evaluation Tech. Prog., Soft Skills development Prog. attended	(a) Not less than two weeks duration	(a) Not less than two weeks duration	20 / each 30 each for trainings abroad.							
		(b) Less than one week duration	(b) One week duration	5 / each							



S. No.	Nature of Activity				From ----to-----		From ----to-----		From ----to-----	
					Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee
	APIs	Faculties of Veterinary / Fishery / Dairy Science	Faculties of Library / Physical Education	Points for publication						
III F	<b>Faculty Development Programmes</b>									
	(i) Institutional dev.Prog. like contribution/ participation in high level technical/decision making meetings at National/State level convened by ICAR/VCI/Other State and Central Organizations			10 each						
	(ii) Papers presented in conferences / Seminars / Workshops etc.**	Presentation of research papers (oral/poster)	Participation and Presentation of research papers (oral / poster)							
		a)International conference	a)International conference	10 each						
		b) National	b) National	7/ each						
		c) Regional/State level	c) Regional/State level	5 / each						
		d) Local - University/ College level	d) Local - University/College level- 2 each	3 / each						
		e) conducting academic research and extension review programmes		20 each						
	(iii) Invited lectures or Lead papers or presentations for conferences / symposia / workshop / training programmes	(a) International	(a) International	10 / each						
	(b) National level	(b) National level	5 /each							



S. No.	Nature of Activity				From ----to-----		From ----to-----		From ----to-----	
					Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee
	<b>APIs</b>	<b>Faculties of Veterinary / Fishery / Dairy Science</b>	<b>Faculties of Library / Physical Education</b>	<b>Points for publication</b>						
	(iv)Teaching / Research / Extension			1/ year						
	v)Overseas fellowships availed while in service - 15 each			15/year						
	vi)Service in remote areas 5 / year			5/year						
	vii)Ph.D. studies outside University			25						
	viii)Assets created			< 25 : 1.0 >25 lakhs : 2.0						
	(x) Any other significant contribution to be substantiated with verifiable evidence( <b>20 in aggregate</b> )	<b>Aggregate Maximum Score for item (x) : 20</b> <b>Self Assessment Score for item (x):</b> <b>Score allotted by screening/selection committee for item (x):</b>								



S. No.	From ----to-----		From ----to-----		From ----to-----		From ----to-----		From ----to-----		From ----to-----		From ----to-----	
	Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee	Self Assessment Score	Score Allotted by Screening/ Selection Committee

\* Those who claimed score in III E under abroad training are not eligible for the score in overseas fellowship if both are same

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

**Note (1) :** The API for joint publications will have to be calculated in the following manner: Of the points allocated for a particular category of publication, **the first/Principal author would share 60% of the total points and the remaining 40%** would be shared equally by all other authors.

**Note (2):** If a candidate is not satisfying minimum Average API score of 75 for categories I & II put together and in case of Category III minimum aggregate API Score of 30 in case of stage II, 40 in case of stage III, 30 in case of stage IV, 50 in case of stage V and 250 in case of stage VI he will not be eligible for promotion.

**Note (3) :** Documentary evidence should be arranged in a sequential order by assigning serial numbers. Indicate to S.No. of enclosures for above claims of **category-III** From \_\_\_\_\_ to \_\_\_\_\_.

**Signature of the Candidate**

**Signature of the Head of the Office**

**APPENDIX — III TABLE — 11(A)**

**MINIMUM APIS FOR THE PROMOTION OF TEACHERS UNDER CAREER ADVANCEMENT SCHEME (CAS) IN SVVU AND WEIGHTAGES FOR EXPERT ASSESSMENT**

		<b>Assistant Professor / equivalent cadres: (Stage 1 to Stage 2)</b>	<b>Assistant Professor / equivalent cadres: (Stage 2 to Stage 3)</b>	<b>Assistant Professor (Stage 3) to Associate Professor / equivalent cadres: (Stage 4)</b>	<b>Associate Professor (Stage 4) to Professor / equivalent cadres (Stage 5)</b>	<b>Professor (Stage 5) to Professor (Stage 6)</b>
I & II	Teaching learning, evaluation related activities (Category-I) & Co-curricular, extension and profession related activities (Category-II)	Average API of 75	Average API of 75	Average API of 75	Average API of 75	Average API of 75
III	Research & Academic contributions (Category.III)	Aggregate API of 30	Aggregate API of 40	Aggregate API of 30	Aggregate API of 50	Aggregate API of 250
IV	Assessment System	Screening Committee	Screening Committee	Selection Committee	Selection Committee	Screening Committee
V	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100.	No separate points. Screening committee to verify	No separate points. Screening committee to verify	30% - Contribution to teaching, Research, and Extension based	50% - Contribution to teaching, Research and Extension based	50% - Contribution to teaching, Research, and Extension and

	<b>Minimum required for promotion is 50)</b>	API scores	API scores	on API scores 50%- Assessment of domain knowledge and teaching practices 20% - Interview performance	on API scores 30% - Assessment of domain knowledge and teaching practices. 20% - Interview performance	administration based on API scores 50% - Performance evaluation by referral procedure
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**Note: Stages 1, 2, 3, 4, 5 and 6 correspond to scales with AGP of Rs. 6000, 7000, 8000, 9000, 10000 and 12000 respectively**

**If a candidate is not satisfying minimum Average API score of 75 for categories I & II put together and in case of category III minimum aggregate API Score of 30 in case of stage II, 40 in case of stage III, 30 in case of stage IV, 50 in case of stage V and 250 in case of stage VI he will not be eligible for promotion.**

### **Explanatory note for Tables 11(a)**

1. In order to facilitate this process, all teachers shall submit the duly filled-in Performance Based Appraisal System (PBAS) proforma to the University.
2. However, in order to remedy the difficulties of collecting retrospective information and to facilitate the implementation of these regulations from 31-12-2008 in the CAS Promotion, the API based PBAS will be progressively and prospectively rolled out.
3. Accordingly, the PBAS based on the API scores as mentioned in these tables is to be implemented for one year, initially based on the existing systems in universities for one year only. The annualized API scores can then be compounded progressively as and when the teacher becomes eligible for CAS promotion to the next cadre. Thus, if a teacher is considered for CAS promotion in 2010, one year API scores for 2009-10 alone will be required for assessment. In case of a teacher being considered for CAS promotion in 2011, two years average of API scores for these categories will be required for assessment and so on leading progressively for the complete assessment period.
4. Candidates should offer themselves for assessment for promotion, if they fulfill the minimum API scores indicated in Tables 11(A), by submitting an application and the required proforma.
6. If however, on final assessment, candidates do not either fulfill the minimum criteria as stated in Appendix III Table-11(A), they will be reassessed only after a minimum period of one year.
7. (a) If a candidate applies for promotion on completion of the minimum eligibility period and is successful, the date of promotion will be deemed to be the minimum period i.e date of eligibility.  
(b) If however, the candidate finds that she / he fulfills the eligibility conditions at a later date and applies on that date and is successful, her / his promotion will be deemed to be from that date of application  
(c) If the candidate does not succeed in the first assessment, but succeeds in an eventual assessment, her / his promotion will be deemed to be from the later date.

**APPENDIX-III - TABLE: III**  
**MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF TEACHERS IN**  
**UNIVERSITIES AND COLLEGES (CAS)**

<b>S.No.</b>	<b>Promotion of Teachers through CAS</b>	<b>Service requirement</b>	<b>Minimum Academic Performance Requirements and Screening / Selection Criteria</b>
1	Assistant Professor / equivalent cadres from Stage 1 to Stage 2	Assistant Professor in Stage 1 and completed four years of service with Ph.D. <b>or</b> five years of service who are with PG Degree in Professional Courses such as M.Tech, M.V.Sc., <b>or</b> six years of service who are without Ph.D/PG Degree in Professional Courses	(i) Minimum API scores using PBAS scoring proforma (ii) One Orientation and one Refresher / Research Methodology Course of 2/3 weeks duration. (iii) Screening cum Verification process for recommending promotion.
2	Assistant Professor / equivalent cadres from Stage 2 to Stage 3	Assistant Professor with completed service of five years in Stage 2.	(i) Minimum API scores using the PBAS scoring proforma. (ii) One course / programme from among the categories of refresher courses, methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of 2/3 week duration. (iii) Screening cum Verification process for recommending promotion.
3.	Assistant Professor (Stage 3) to Associate Professor (Stage 4)	Assistant Professors with three years of completed service in Stage 3	I. Minimum API scores using the PBAS scoring proforma. II. At least three publications in the entire period as Assistant Professor (twelve years). III. One course / programme from among the categories of methodology workshops, Training, Teaching-Learning- Evaluation Technology

			Programmes, Soft Skills development Programmes and Faculty Development Programmes of minimum one week duration. IV. A selection committee process as stipulated in this regulation.
4.	Associate Professor (Stage 4) to Professor / equivalent cadres (Stage 5)	Associate Professor with three years of completed service in Stage 4.	(i) Minimum cumulative API scores using the PBAS scoring proforma. Teachers may combine two assessment periods (in Stages 2 and 3) to achieve minimum API scores, if required. (ii) A minimum of five publications since the period that the teacher is placed in Stage 3. (iii) A selection committee process as stipulated in this regulation and in Table 11(A) of Appendix III.
5.	Professor (Stage 5) to Professor (Stage 6).	Professor with ten years of completed service	(i) Minimum cumulative API scores for the assessment period as per the proforma. (ii) Additional credentials are desirable like (a) post – doctoral research outputs of high standard ; (b) awards / honours / recognitions / patents and IPR on products and processes developed / technology transfer achieved ; and (iii) A review process by Screening Committee as stipulated in this regulation and in Tables 11(A) of Appendix III.

**Note: Stages 1, 2, 3, 4, 5 and 6 correspond to scales with AGP of Rs. 6000, 7000, 8000, 9000, 10000 and 12000 respectively**

**PART - II**  
**CONFIDENTIAL**  
**(TO BE FILED IN BY THE REPORTING OFFICER**  
**AND SUBMIT IN A SEALED COVER)**  
**THE CANDIDATE SHOULD NOT FILL UP THESE COLUMNS**

1. Name of the applicant
2. Designation
3. Period of service rendered under the Reporting Officer

Period		Total
From	To	Days/months/y ears

4. Brief record of work done by the Applicant during the period under report:

5. Has the Scientist / Teacher / Officer/Scientist/Extension worker / Technical Officer responsible for any notable Achievements during the period under report
 

Yes / No  
(If yes specify the notable Achievements / contributions)

6. Has the officer been found wanting or his performance was below normal expectation
 

Yes / No  
(Specify reasons)

7. Has the Officer been given any suggestions for improvement, warned to carry out his official responsibilities entrusted properly:
 

Yes / No  
(If yes provide details)

8. Whether the applicant's request for promotion is recommended:
 

Yes / No  
(If yes give full justification)

9. Specific remarks and recommendations of the Reporting Officer )

Place:  
Date:

Signature  
Name and Designation  
of the Reporting Officer

10 Recommendations of the Dean of  
the Faculty / Director of Research /  
Director of Extension of SVVU

Yes / No

(if yes specify the notable  
achievements

If no give suitable reasons)

Place:

Date:

Signature

Name and Designation