

## Late Sow Kamaltai Jamkar Mahila Mahavidyalaya, Parbhani

[B. A. B. Com. BCA B. Voc Fashion Technology & Information Technology, M. Com., M. A. (Music) and M.Sc. (C.S.)]

Affiliated to S. R. T. M. University, Nanded Study Center: Y. C. M. University, Nashik

Reaccredited with NAAC 'B++' Grade UGC – College with Potential For Excellence

**Shri. Hemantrao Jamkar**  
President

**Adv. Kiran Subhedar**  
Vice-President

**Shri. Vijayrao Jamkar**  
Secretary

**Dr. Vasant Bhosle**  
Principal

Ref. No. MMVP/2023-24/\_\_\_ INTERNAL QUALITY ASSURANCE CELL (IQAC) Date: \_\_\_/\_\_\_/2024

### Criterion VI

#### 6.3.5 - Institutions Performance Appraisal System for teaching and non-teaching staff

##### Performance Appraisal System for Teaching Staff

The appraisal system is effectively transparent. To promote through Career Advancement Scheme, the performance of teachers is evaluated through contributions to academic, administrative, extra-curricular, research and social activities as per Government, UGC and University guidelines. At the end of academic year, IQAC collects the teachers' PBAS. API Verification Committee, IQAC and Principal analyse and evaluate PBAS and put their opinion on it. For excellent performance, Principal felicitates the teacher with positive comments. If not satisfied, communication is made with stakeholders for better performance. They are briefed as per PBAS analysis report and encouraged to publish papers in UGC-listed journals, books/chapters in edited books, participate in conferences/seminars etc. and present papers and get higher qualifications. Appraisal reports are considered for performance-based promotion.

##### Performance Appraisal System for Non-Teaching Staff

Confidential Reports are collected using a structured questionnaire. Evaluation of non-teaching staff is based on comments and feedback. The performance of non-teaching staff is monitored through civil service codes, grading, pending work, students' feedback, teachers and peers. Accordingly, Principal encourages and acknowledges them for their good performance. Guidance and instructions are given to the concerned non-teaching staff as per requirement.

#### Link for Evidence:

  
**IQAC Coordinator**  
Late Sow. Kamaltai Jamkar  
Mahila Mahavidyalaya,  
Parbhani



  
**Principal**  
Late Sow. Kamaltai Jamkar  
Mahila Mahavidyalaya, Parbhani



**PBAS**

**Proforma**

**For**

**Academic Years**

**2023-24**

**And**

**Supporting Documents**

**Swami Ramanand Teerth Marathwada University,**  
NANDED-431 606

Name of College: Late Sow. Kamaltai Jamkar Mahila Mahavidyalaya, Parbhani

**Self-Assessment-Cum-Performance Appraisal Forms**  
**API - PBAS Proforma**

CAS Promotion for Assistant Professor/ Associate Professor / Professor and  
Direct Recruitment of Associate Professor / Professor in Universities and Colleges

*For*

Faculty of *Humanities / Sciences & Technology/ Commerce & Management/ Interdisciplinary*

Reference: i) The Gazette of India: Extraordinary, Part III Section 4 dated 18<sup>th</sup> July, 2018

ii) Government of Maharashtra Misc. – 2018.CR 56/18/ UN11 date 8<sup>th</sup> March, 2019

iii) SRTMU Acad/ UGC Regu/2018-19/3345 dated 26<sup>th</sup> March 2019

**ACADEMIC YEAR: 2023- 2024**

**PART A: GENERAL INFORMATION AND ACADEMIC BACKGROUND**

- 1 Name (in Block Letters) : DR. RAVINDRA RAMBHAUJI INGALE  
2 Department : MUSIC  
3 Current Designation & Academic Level : Associate Professor and Head Dept. Of Music (Academic Level 12(79800-211500 )  
4 Date of last Promotion : 17.06.2020  
5 Which position and Academic Level are you an applicant under CAS : Assistant Professor and Head Dept. Of Music (Academic Level 13A)  
6 Date of eligibility for promotion : 16.06.2026  
7 Address (With Pin code) : Late Sow. Kamaltai Jamkar Mahila Mahavidyalaya, Parbhani 431401  
  
Telephone / Mobile No : 9921235665  
E-mail : ravindraingale38@gmail.com

**8 Academic Qualifications (from S.S.C. till Post-Graduation):**

Examinations	Name of the Board / University	Year of Passing	Percentage of Marks Obtained	Division / Class / Grade	Subject
High School / S.S.C.	Nagpur	1990	38%	III	Mar, Hind, Eng, Math, Sci, Soc Sci.
Intermediate / H.S.C.	Nagpur	1995	40.00%	III	Mar, Eng, Hist., Geo, Pol.sci.
U.G. B.A.	Nagpur	2000	45.00%	II	Mar, Eng, Hist.
B.A. Additional in Music	Amravati	2005	67.00%	I	Music
P.G.	Amravati	2007	56.25%	Higher II	Music
Other examination, if any	NET (UGC Delhi)	2007	Passed	-	Music
	MSCIT (Mumbai)	2001	58%	Passed	Computer

**9 Research Degree(s):**

Degrees	Title	Date of Award	Name of University
M. Phil.			
Ph.D. / D.Phil.	पंडित वि.ना.भातखण्डे रचित हिं.क्र.पु.मा.भाग तीन ते सहा मधील काही औडव रागांच्या निवडक बंदिशीतून व्यक्त होणारे स्वरसंवाद व त्यातील सौंदर्यात्मकता- एक चिकित्सक अध्ययन	01.01.2021	R. T. M. N. University Nagpur
D.Sc.D.Litt. / Any other			

**10. Appointments held prior - joining this institution: (Please attach relevant certificates of service / experience)**

Designation	Name of Employer	Essential Qualifications for the post at the time of Appointment	Nature of Appointment (Regular/ Fixed term / Temporary / Adhoc)	Nature of Duties	Date of Joining	Date of Leaving	Salary with Grade	Reason of leaving

**11. Posts held after appointment at this institution:**

Designation	Department	Date of Joining		Grade Pay / Pay Matrix Level
		From	To	

**12. Period of teaching experience:**

P.G. Classes (In Years): 15 Years

U.G. Classes (In Years): 15 Years

**13. Research Experience excluding years spent in M. Phil. / Ph. D. (In Years): 13 Years****14. Fields of Specialization under the Subject / Discipline:** (a) Vocal Classical  
(b) Light music, Ghazal Singing**15. Human Resource Development Center Orientation / Refresher Course / FDP/ MOOC / One-Two week courses attended so far**

Name of the Course	Place	Duration	Name of Organizer

**PART B: ACADEMIC PERFORMANCE INDICATORS (API):**

Based on the teacher's self-assessment, API scores are proposed for (1) teaching related activities; domain knowledge; (2) Involvement in University / College student's related activities / research activities. The minimum API score required by teachers from this category is different for different levels of promotion. The self- assessment score should be based on objectively verifiable records. It shall be finalized by the Screening Cum Evaluation / Selection Committee. University may detail the activities, in case institutional specificities require, and adjust the weightages without changing the minimum total API scores required under this category

**Table 2**  
**Methodology for University and College Teachers for calculating**  
**Academic / Research Score**

*(Assessment must be based on evidence produced by the teacher such as: copy of publications, project sanction letter, utilization and completion certificates issued by the University and acknowledgements for patent filing and approval letters, students' Ph.D. award letter, etc.,)*

**CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS**

Based on the teacher's self-assessment, API scores are proposed for research and academic contributions. The minimum API scores required for teachers from this category are different for different levels of promotion in universities and colleges. The self-assessment score shall be based on verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Professor to higher grades and Selection Committee for the promotion of Assistant Professor to Associate Professor and Associate Professor to Professor and for direct recruitment of Associate Professor and Professor.

**(1) Research Papers in Peer-Reviewed or UGC listed Journals: (Please refer points as per UGC notification)**

Sr. No.	Title of paper	Journal Name, Page nos., Vol. no., Issue no., Year of publication	ISSN / ISBN NO.	Impact Factor if any	No. of Co-Authors	Whether Principal Author / Supervisor/ Co-supervisor	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
1	रामायण के सांगितिक संदर्भ	Shodhak: A Journal of Historical Research (PageNo.84 to 87) Published in Vol.53, (May-August) 2023	ISSN: 0302-9832 & UGC Care Listed Journal Peer Reviewed Bilingual, Refereed Journal	7.75	---	Principal Author	35		14 to 20
2	मुगलकाल की विविध अप्रचलित गायन शैलियाँ	IJASSH International Journal of Arts, Social Sciences and Humanities Volume 1, Issue 3 AAASSHER, Mumbai, (MS) India Pages 01 to 04 September 2023	ISSN (Online): 2584-1130	SRJIF (UK) Impact Factor (2023): 8.7	---	Principal Author	35		21 to 25
3	पार्श्वगायक स्व. पंडित भीमसेन जोशी	JOURNAL OF THE ASIATIC SOCIETY OF MUMBAI Page No.01 to 03 Vol. 98, No.1, January 2024	ISSN: 0972-0766 Journal of the Asiatic Society of Mumbai UGC Care Group 1 Journal	5.29	---	Principal Author	35		26 to 29
4	महाराष्ट्री लोकनाट्य परंपरा- तमाशा	अनहद-लोक विशेषांक 7, Vyanjana Art & Culture Society, Prayagraj- 211001 Page No.04 to 07 2024 (Jan-June)	ISSN 2349-137X UGC CARE - Listed Peer Reviewed		---	Principal Author	35		30 to 37
<b>Total ( 1)</b>							<b>140</b>		

(2) (a) Publications (other than Research papers) (Books, Chapters in Books)

(i) Books Published with ISSN / ISBN number

International Publisher: 12 points per Book for Single Author

National Publisher: 10 points per Book for Single Author

Sr. No.	Title of Book with no. of pages	Publishers name with ISSN / ISBN NO.	International / National Publisher	No. of Co-Authors	Whether Principal Author / Co-Author	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
<b>Sub Total: (2)(a)(i):</b>								

(2) (a)(ii) Chapter in Edited Book with ISSN / ISBN (5 points per Chapter)

Sr. No.	Title of Chapter with Page Nos.	Name of Book	Publisher Name & ISSN / ISBN NO.	No. of Co-Authors	Whether Principal Author / Co-Author	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
<b>Sub Total: (2)(a)(ii)</b>								

(2) (a) (iii) Editor of Book with ISSN / ISBN number

Editor of Book by International Publisher: 10 points per Book for Single Author

Editor of Book by National Publisher: 8 points per Book for Single Author

Sr. No.	Title of Book with Page Nos.	Publisher Name & ISSN / ISBN NO.	International / National Publisher	No. of Co-Authors	Whether Principal Author / Co-Author	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
1								
2								
<b>Sub Total (2)(a)(iii)</b>								

(2) (b) Translation works in Indian and Foreign Languages by qualified faculties

(3 points per Chapter or Research paper)

(8 points per Book)

Sr. No.	Original Title of Chapter or Research paper / Book with Page Nos. ISSN / ISBN NO.	Name Of Original Author	Translated Title of Chapter or Research paper / Book with Page Nos. ISSN / ISBN NO.	No. of Translated Co-Authors	Whether Principal Author / Co-Author	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
1								
2								
<b>Sub Total (2)(b)</b>								
<b>Total (2) : (2)(a)(i) + (2)(a)(ii) + (2)(a)(iii) + (2)(b)</b>								

(3) Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula

(3)(a) Development of Innovative pedagogy: (5 points per Innovative pedagogy)

Sr. No.	Title of Innovative pedagogy	Sponsored Agency if any	Types of Teaching-Learning Environments: Face-to-face/ Networked/ Open and distance/ Virtual / if any	Specify ICTs resources: web link : YouTube Videos- Audios/ Smart Classroom / Simulation Games/ Blogging/ Online	Date of approval from authority	Date of Implementation	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents

				Discussion Forums / Virtual Laboratories / Telecast / Picture / Models / Charts if any					
<b>Subtotal (3)(a)</b>									

**(3) (b) Design of new curricula and courses: (02 points per curricula / Course)**

Sr. No.	Name of Programme where curricula introduced	Title of new curricula and courses	Specify ICTs resources: web link / You tube link: Audio/ Video/ Telecast / Picture / Models/Charts if any	Date of approval from authority	Date of Implementation	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
1								
2								
<b>Subtotal (3)(b)</b>								

**(3) (c) MOOCs:**

**(3) (c) (i) Development of complete MOOCs in 4 quadrants (4 credit course) (20 per curricula / Course) (In case of MOOCs of lesser credits 05 marks / credit)**

Sr. No.	Name of Programme where curricula introduced	Course Credits	Title of new MOOC curricula	Specify ICTs resources: web link / You tube link: Audio/ Video/ Telecast / Picture / Models/Charts if any	Date of approval from authority if any	Date of Implementation	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
1									
2									
<b>Subtotal (3)(c)(i)</b>									

**(3) (c) (ii) MOOCs (developed in 4 quadrant) per module/lecture (5points per module / lecture)**

Sr. No.	Name of Programme & Course where curricula introduced	Course Credits	Title of new MOOC curricula	Specify ICTs resources: web link / You tube link: Audio/ Video/ Telecast / Picture / Models/Charts if any	Date of approval from authority	Date of Implementation	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
1									
2									
<b>Subtotal (3)(c)(ii)</b>									

**(3) (c) (iii) Content writer/subject matter expert for each module of MOOCs (at least one quadrant) (2 points per curricula / Course)**

Sr. No.	Name of Programme & Course where Content is introduced	Course Credits	Title of new MOOC Content curricula	Specify ICTs resources: web link / You tube link: Audio/ Video/ Telecast / Picture / Models/Charts if any	Date of approval from authority	Date of Implementation	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents

1									
<b>Subtotal (3)(c)(iii)</b>									

**(3) (c) (iv) Course Coordinator for MOOCs (4 credit course) (8 points per curricula / Course)**  
**(In case of MOOCs of lesser credits 02 marks / credit)**

Sr. No.	Name of Programme & Course	Course Credits	Title of MOOC curricula	Specify ICTs resources: web link / You tube link: Audio/ Video/ Telecast / Picture / Models/Charts if any	Date of approval from authority	Date of Implementation	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
1									
<b>Subtotal (3)(c)(iv)</b>									
<b>Total (3)(c) : (3)(c)(i) + (3)(c)(ii) + (3)(c)(iii) + (3)(c)(iv)</b>									

**(3) (d) : E-Content**

**(3) (d) (i) Development of e-Content in 4 quadrants for a complete course/e-book**

**(12 points per curricula / Course)**

Sr. No.	Title of e-Content course/ e-book with no. of pages, ISSN / ISBN NO. if any	Name of Programme & Course to which introduced	Specify ICTs resources: web link	Whether Peer reviewed	No. of Co-Authors	Whether Principal Author / Co-Author	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
1									
<b>Sub Total: (3)(d)(i)</b>									

**(3) (d) (ii) e-Content (developed in 4 quadrants) per module**

**(5 points per module / Course)**

Sr. No.	Title of e-Content module with no. of pages, ISSN / ISBN NO. if any	Name of Programme & Course to which introduced	Specify ICTs resources: web link	Whether Peer reviewed	No. of Co-Authors	Whether Principal Author / Co-Author	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
1									
<b>Sub Total: (3)(d)(ii)</b>									

**(3) (d) (iii) Contribution to development of e-content module in complete course/paper/e-book**

**(at least one quadrant)**

**(2 points per module / Course)**

Sr. No.	Title of e-Content module with no. of pages, ISSN / ISBN NO. if any	Name of Programme & Course to which introduced	Specify ICTs resources: web link	Whether Peer reviewed	No. of Co-Authors	Whether Principal Author / Co-Author	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
1									
<b>Sub Total: (3)(d)(iii)</b>									

**(3) (d) (iv) Editor of e-content for complete course/ paper /e-book**

**(10 points per Course / paper)**

Sr. No.	Title of e-Content Course with no. of pages, ISSN / ISBN NO. if any	Name of Programme & Course to which introduced	Specify ICTs resources: web link	Whether Peer reviewed	No. of Co-Editors	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
1								
<b>Sub Total: (3)(d)(iv)</b>								
<b>Total (3) (d): (3)(d)(i) + (3)(d)(ii) + (3)(d)(iii) + (3)(d)(iv)</b>								
<b>Total (3): (3)(a) + (3)(b) + (3)(c) + (3) (d)</b>								

**(4) Research Score:**

**(4) (a) Research guidance: ( Ph.D. : 10 points per degree awarded & 05 per thesis submitted)**

Sr. No.	Sr. No.	Number of Candidate Enrolled	No. of Thesis Submitted with dates	No. of Candidate Degree Awarded with dates	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
	M. Phil. / P.G. Dissertation	<b>01</b>	--	--	<b>02</b>		
	Ph.D.						



Sub Total: (4)(a)						02		
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(M. Phil. / P.G dissertation: 2 points per degree awarded)

(4) (b) Research Projects Completed: A: More than 10 lakhs (10 points per Project)

B: Less than 10 lakhs (5 points per Project)

Sr. No.	Type of Project : A / B	Title of Project	Sponsored Agency	Date of Completion	Whether Co-PI	Grant Received (Rs.)	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
1									
Sub Total: (4)(b)									

(4) (c) Research Projects Ongoing: A: More than 10 lakhs (5 points per Project)

B: Less than 10 lakhs (2 points per Project)

Sr. No.	Type of Project : A / B	Title of Project	Sponsored Agency	Duration of Project	Date of Starting	Whether Co-PI	Grant Received (Rs.)	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
1										
Sub Total: (4)(c)										

(4) (d) Consultancy: (3 points per Consultancy Project)

Sr. No.	Title of Consultancy Project	Sponsored Agency	Date of Starting	Amount Mobilized (Rs. Lakh)	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
1							
Sub Total: (4)(d)							
Total (4) : (4)(a) + (4)(b) + (4)(c) + (4)(d)							

(5) (a) Patents : (10 points per International Patent and 7 points per National Patent)

Sr. No.	Title of patent Project	Patent Number	Sponsored Agency if any	Date of Award	International / National	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
1								
Sub Total: (5)(a)								

(5) (b) \*Policy Document (Submitted to an International Body/Organization like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government)

A: International (10 points per Policy Document)

B: National (7 points per Policy Document)

C: State (5 points per Policy Document)

Sr. No.	Title of Policy Document	Name of Submitted Agency	International / National / State	Policy Document Number	Date of Acceptance	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
1								
Sub Total: (5)(b)								

(5) (c) Awards/Fellowship: A: International (7 points per Awards/Fellowship)

B: National (5 points per Awards/Fellowship)

Sr. No.	Name of Award / Fellowship	Date of Received	International / National	Name of Awardees Academic Body / Association	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
1							
2							
Sub Total: (5)(c)							

<b>Total (5) : (5)(a) + (5)(b) + (5)(c)</b>			
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**(6) \*Invited lectures / Resource Person/ paper presentation in Seminars/ Conferences/full paper in Conference Proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once)**

**International (Abroad): (7 points per Seminars/ Conferences)**

**International (within Country): (5 points per Seminars/ Conferences)**

**National: (3 points per Seminars/ Conferences)**

**State / University Level: (2 points per Seminars/ Conferences)**

Sr. No.	Title of Presentation in Academic Session	Title of Conference / Seminar	Mode of Presentation: Invited lectures / Resource Person / Paper presentation	Name of Organizer	Whether International (Abroad) / International (within Country) / National / State / University Level	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
1								
<b>Total (6) :</b>								

**Note: The Research score for research papers would be augmented as follows:** Peer-Reviewed or UGC-listed Journals (Impact factor to be determined as per Thomson Reuters list): i) Paper in refereed journals without impact factor - 5 Points ii) Paper with impact factor less than 1 - 10 Points iii) Paper with impact factor between 1 and 2 - 15 Points iv) Paper with impact factor between 2 and 5 - 20 Points v) Paper with impact factor between 5 and 10 - 25 Points vi) Paper with impact factor >10 - 30 Points

a) Two authors: 70% of total value of publication for each author.

b) More than two authors: 70% of total value of publication for the First/Principal/Corresponding author and 30% of total value of publication for each of the joint authors.

**Joint Projects:** Principal Investigator and Co-investigator would get 50% each.

**Note:**

- Paper presented if part of edited book or proceeding then it can be claimed only once.
- For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 marks each.
- \*For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b). Policy Document and 6. Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.
- The research score shall be from the minimum of three categories out of six category

### Summary of Table 2 (Category III) Academic / Research Score

Details of Academic & Research activities	Self-Appraisal Score	API Score Verified by Committee	Remarks
(1) Research Papers in Peer-Reviewed or UGC listed Journals	140		
(2) Publications (other than Research papers)			
(3) Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula			
(4) Research guidance/ Projects Completed / Projects Ongoing/ Consultancy	02		
(5) Patents / Policy Document / Awards/Fellowship			
(6) Invited lectures / Resource Person/ paper presentation in Seminars /Conferences/full paper in Conference Proceedings			

Grand Total of Table 2	142		
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**IV SUMMARY OF API SCORES:**

Category	Criteria	Annual API Score
Table 1	Activities: <b>Overall Grading</b> 1. Teaching 2. Involvement in the University / College students related activities / research activities	Good
Table 2 (Category III)	Academic/Research Score	142

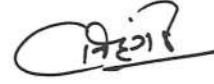
**List of Enclosures: (Please attach copies of certificates and / or letters sanction orders, papers etc. wherever Necessary)**

1. Paper Publication and Certificate	2. B. O. S. Letter
3. Subject Expert Letters	4. Kotwal Exam duty Letters
5. Examination Flying Squad Letter	6. Subject Expert Letters
7. External Examiner Letters	8. Paper setting Letters
9. Paper Examiner Letters	10.

**UNDERTAKING**

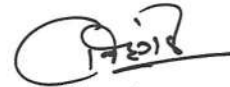
I **Dr. /Mr. / Mrs. Ravindra Rambhauji Ingale.....** Under takes that the information provided is correct as per records submitted by me to College / Institute / University and documents enclosed along with the duly filled in PBAS Proforma.

Date: 30/06/2023  
Place: Parbhani.  
.....



Signature of the faculty with  
Designation

Date: 30/06/2023  
Place: Parbhani



Signature  
Head of Department

Date: 30/06/2023  
Place: Parbhani



Signature  
Director- IQAC



Signature of Principal  
PRINCIPAL  
Late Sow. Kamaltai Jamkar  
Mahila Mahavidyalaya, Parbhani

N.B.: The individual PBAS Performa duly filled along with all enclosures, submitted for CAS promotions will be verified by the College / Institute / University as necessary and placed before the Screening Cum Evaluation Committee or Selection Committee for Assessment Verification.

(कविता, गांदेड.)

परिशिष्ट - 'ब' (भाग-१)

गोपनीय प्रतिवेदनाचा नमुना

FORM OF CONFIDENTIAL REPORT

Full Name  
पूर्ण नांव : गाडगे वैजनाथ तुकाराम

Father's Name  
वडीलांचे नांव : गाडगे तुकाराम नारायणराव

Date of Birth  
जन्म तारीख : 12.07.1984

Village/गांव : मु.पो. ब्राह्मणगांव

Town/शहर : परभणी

Taluka/तालुका : परभणी

District/जिल्हा : परभणी

Nationality and Religion  
राष्ट्रीयत्व व धर्म : भारतीय - हिंदू

Whether belong to  
Schedule Castes/  
Schedule Tribes/  
Other Backward Classes

अनुसुचित जातीतील  
अनुसुचित जमातीतील  
इतर मागासवर्गातील  
आहे काय ? : नाही

Home of Family  
कुटूंबाचे मुळ ठिकाण : मु.पो. ब्राह्मणगांव ता.जि. परभणी

Permanent Address  
कायमचा पत्ता : मु.पो. ब्राह्मणगांव ता.जि. परभणी

Whether any immovable property held  
कोणतीही स्थावर मालमत्ता आहे काय ? : नाही

If so, what and where ?  
असल्यास कोणती व कोठे ? : -

Date of Joining Government Service  
शासकीय सेवेत प्रविष्ट झाल्याची तारीख : 03.11.2009

If service is not continuous, details of  
previous Government Service  
सेवा अखंडित नसल्यास, पूर्वीच्या शासकीय सेवेचा तपशील

Mother Tongue  
मातृभाषा

मराठी

Language Known  
अवगत असलेल्या भाषा

मराठी, हिंदी, इंग्रजी

Qualification and Degrees अर्हता व पदव्या	University विद्यापीठ/ संस्था	Year वर्ष
S.S.C.	औरंगाबाद	2000
H.S.C.	औरंगाबाद	2002
B.COM.	स्वा. रा. ती. म. विद्यापीठ, नांदेड	2008
G.D.C & A.	Govt. Diploma in Co-operation & Accountancy Board, Pune	मे. 2009

### परिशिष्ट-ब (भाग-२)

गट " अ " ते गट " क " चे शासकीय अधिकारी/कर्मचारी यांच्यासाठी गोपनीय अहवालाचे स्वयंमूल्यनिर्धारण अहवाल प्रपत्र

#### स्वयंमूल्यनिर्धारण अहवाल लिहिणाऱ्या अधिकाऱ्यांना/कर्मचाऱ्यांना सूचना

- जर उद्दिष्टे ठरवून देण्यात आली असतील तर ती उद्दिष्टे सर्वसाधारण सूचनांनुसार अथवा विशेष सूचनांनुसार ठरवून देण्यात आली होती की आपापसातील चर्चेनुसार ठरविण्यात आली होती.
- सर्व दैनंदिन कामाची यादी येथे देऊ नये. फक्त ठळक, वैशिष्ट्यपूर्ण व उल्लेखनीय कामगिरीचा उल्लेख करावा. (उद्दिष्टे ठरवून देण्यात आली असल्यास उद्दिष्टांचा संदर्भ देऊन) संदिग्ध विधाने टाळावीत व नेमके विधान करावे.
- तुमच्या कामगिरीबाबतचे तुमचे अभिप्राय दिलेल्या जागेवढेच मर्यादित ठेवावेत. काहीही सहपत्रे त्यास जोडू नयेत. ती गोपनीय अहवालाच्या नस्तीत ठेवली जाणार नाहीत व कर्मचाऱ्यास परत करण्यात येतील.
- " गी माझ्या वरिष्ठांचे समाधान/पूर्ण समाधान होईपर्यंत काम केले " किंवा " वरिष्ठांनी माझे काम नावाजले " अशी किंवा अशा सारखी विधाने करू नयेत. अशी विधाने केल्यास ती दुर्लक्षित करण्यात येतील.
- स्वयंमूल्यनिर्धारण अहवाल अर्ध्या पानातच लिहावा.
- स्वयंमूल्यनिर्धारण अहवाल अधिकारी/कर्मचारी यांनी त्यांना प्राप्त झाल्यापासून १५ दिवसांच्या आत प्रतिवेदन अधिकाऱ्याकडे द्यावा.

#### प्रतिवेदन अधिकाऱ्यांना सूचना

- गोपनीय अहवाल लिहिताना कर्मचाऱ्यांनी भाग-३ मध्ये लिहिलेला स्वयंमूल्यनिर्धारण अहवाल विचारात घ्यावा व तसा तो घेतला गेला असल्याचा विशिष्ट उल्लेख गोपनीय अहवालात करण्यात यावा.
- वरील सूचना क्रमांक ६ अनुसार स्वयंमूल्यनिर्धारण अहवाल प्राप्त न झाल्यास प्रतिवेदन अधिकारी स्वतः गोपनीय अहवाल लिहू शकेल.
- प्रतिवेदन अधिकाऱ्यांनी गोपनीय अहवालाच्या प्रपत्रात दिलेल्या पर्यायांपैकी एक पर्याय निवडून त्याभोवती वर्तुळ करावे. उदा. अ. क्र. ४ उद्योगप्रियता व कार्यतत्परता या समोर उत्कृष्ट असे श्रेे द्यावयाचे असल्यास ते खालीलप्रमाणे देण्यात यावेत.

अत्युत्कृष्ट

उत्कृष्ट

चांगले

साधारण

साधारणपेक्षा कमी

- मागासवर्गीय अधिकारी/कर्मचारी यांना येणाऱ्या अडचणी समजून घेऊन त्या दूर करण्याच्या दृष्टीने अधिकारी/कर्मचारी यांनी केलेले प्रयत्न व त्यांच्याबाबतचा दृष्टिकोन याबाबतची नोंद परिशिष्ट "ब" (भाग-४) मधील बाब क्रमांक १० येथे नमूद करावी.
- (अ) गोपनीय अहवालाच्या प्रपत्रातील बाब क्र. ३, ९, १०, ११ व १८ या समोरील श्रेे, तसेच प्रतवारी स्वतःच्या हस्ताक्षरात लिहावी.  
(ब) प्रतवारी नमूद करताना ती अहवालातील रकान्यासमोरील अभिप्रायाशी मिळती जुळती राहिल याची दक्षता घ्यावी.  
(क) अत्युत्कृष्ट श्रेे नोंदविताना गोपनीय अहवाल काळातील कर्मचाऱ्यांच्या कामकाजाच्या मूल्यांकनासाठी ठेवलेल्या कच्च्या टिपणावरून (Ephemeral Roll) अत्युत्कृष्ट श्रेेच्याच्या पृष्ठार्थ वस्तुस्थितीदर्शक समर्थन गोपनीय अहवालात देणे आवश्यक आहे.  
(ड) साधारण, सर्वसाधारण, बरा, ठीक, सुमार या श्रेेच्यांची वर्गवारी प्रतिकूल स्वरूपाची असल्याचे प्रतिवेदन अधिकाऱ्यांनी लक्षात घ्यावे.

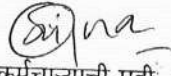
#### पुनर्विलोकन अधिकाऱ्यांना सूचना

- अधिकारी/कर्मचारी यांच्या कामाबाबतची प्रतवारी लिहावी.
- प्रतवारी नमूद करताना ती अहवालातील रकान्यासमोरील अभिप्रायाशी मिळती जुळती राहिल याची दक्षता घ्यावी.
- अत्युत्कृष्ट श्रेे नोंदविताना त्यांच्या पृष्ठार्थ वस्तुस्थितीदर्शक समर्थन नोंदवावे.

परिशिष्ट-ब ( भाग ३ )  
( स्वयंमूल्यनिर्धारण अहवाल )

कालावधी :- 2023-2024

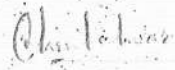
- (१) शासकीय अधिकाऱ्याचे/कर्मचाऱ्याचे नाव .. गाडगे वैजनाथ तुकाराम
- (२) पद .. फनिष्ठ लिपीक
- (३) या वर्षी/कालावधीत नेमून दिलेल्या कामाची उद्दिष्टे (असल्यास) .. भारत सरकार शिष्यवृत्ती, सांख्यिकी माहिती, आवक-जावक, पदमाव्यती, Account
- (४) वर्षभरात केलेली उल्लेखनीय अशी महत्त्वाची व वैशिष्ट्यपूर्ण कामे (उद्दिष्टांच्या संदर्भासहित)

  
अधिकाऱ्याची/कर्मचाऱ्याची सही, नाव  
व पदनाम.

(१) शासकीय अधिकारी/कर्मचारी यांच्या वरील स्वयंमूल्यनिर्धारणाशी सहमत आहात का ?

होय

(२) नसल्यास, त्याची कारणे

  
प्रतिवेदन अधिकाऱ्याची सही, नाव व पदनाम.



परिशिष्ट-ब ( भाग ४ )

गट " अ " ते गट " क " च्या अधिकाऱ्यांची/कर्मचाऱ्यांची सर्वसाधारण योग्यता व चारित्र्य यांसंबंधी अभिप्राय  
Estimate of General Ability and Character of Grade 'A' to Grade 'C' Officers/Employees

- 1) Name : श्री./श्रीमती/कुमारी गाडगे वैजनाथ तुकाराम  
: Shri / Smt. / Kum.
- (2) Period of Report : पासून : दिवस महिना वर्ष पर्यंत : दिवस महिना वर्ष  
: From : Date Month Year To : Date Month Year  
(3) धारण केलेले पद/पदे : 01 04 2020 31 03 2024  
(4) Industry & Application : अत्युत्कृष्ट उत्कृष्ट चांगले साधारण साधारणपेक्षा कमी  
: Outstanding Very good Good Average Below Average  
(5) Capacity to get work done by subordinates. : Outstanding Very good Good Average Below Average Question does not arise  
(6) Relations with colleagues & public : सहकार्यांचे सौजन्याचे मदतीचे उदासीन अमैत्रीपूर्ण  
: Cooperative Courteous Helpful Indifferent Unfriendly  
(7) General Intelligence : अत्युत्कृष्ट उत्कृष्ट चांगली साधारण साधारणपेक्षा कमी  
: Outstanding Very good Good Average Below Average  
(8) Administrative ability including judgement initiative & drive. : Outstanding Very Good Positively Good Good Average Below Average  
(9) Technical/ Professional ability (Where relevant).  
(10) Attitude towards backward class : मदतीचा सहानुभूतीचा असहानुभूतीपूर्ण तटस्थ  
: Helpful Sympathetic Unsympathetic Neutral  
(11) Special Attitude  
(12) Integrity & Character  
(13) प्रदान करण्यात आलेल्या शक्तीचा पूर्णपणे वापर करतात काय ? : होय अंशतः नाही  
(14) Fitness for Promotion : अयोग्य ज्येष्ठतेनुसार योग्य  
: Unfit Fit in normal course (according to seniority)  
(15) Areas of training required : येथे आवश्यक त्या क्षेत्राचा उल्लेख करावा.  
(16) State of Health : चांगले नाही चांगले उत्कृष्ट  
: Not Good Good Very Good  
(17) Fitness for field work : आहे नाही संबंधित नाही  
: Yes No Not relevant

