

**//NOTIFICATION//**

Applications are invited for Career Advancement Scheme (CAS) in the prescribed format from Faculty members fulfilling the eligibility criteria on or before **31<sup>st</sup> March, 2025** as prescribed and adopted by the University Notification S.No./Estt.I/C.A.S.- 16<sup>th</sup> round/ 2024 /578-579 dated 09/08/2024. Applicants may download the soft copy of the application form from the official website of the University at <http://jnkvv.org>. Faculty members may opt there application considered for promotions under either the 2010 or 2018 Regulations as adopted and notified by the University.

Two sets of hard copies of the application in the Prescribed form either the 2010 or 2018 Regulations along with supporting documents duly forwarded by the controlling authority and the respective Dean, Directors should be reached to the Registrar, J.N. Krishi VishwaVidyalaya, Jablapur, on or before **15<sup>th</sup> May, 2025** upto 6:00 p.m.

Enclosed:-

- (a) Notification No. Estt.I/CAS-16<sup>th</sup> round/2024/578-579 dated 09/08/2024
- (i) Eligibility criteria of Mandatory requirement for up gradation, Application form for Teachers and equivalent (stage wise) and performance indicators Categories I,II and III (Teachers/ Scientists & equivalent).
- (ii) Eligibility criteria or Mandatory requirement for up gradation. Application form the Physical Education & Sports and equivalent (stage wise) and performance indicators Categories I, II and III (Physical Education & Sports and equivalent)
- (b) अधिसूचना क्रमांक – स्थापना – एक/सी.ए.एस/285-286 दिनांक 13/03/2015

कृषि विज्ञान केन्द्रों के पदधारकों के उच्च ग्रेड पर उन्नयन हेतु आवेदनों पर माननीय उच्च न्यायालय मध्यप्रदेश जबलपुर एवं अन्य न्यायालयों में दर्ज याचिकाओं के निराकरण पश्चात ही विचार किया जावेगा।

By order of the Vice-Chancellor,

  
**REGISTRAR**



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No. Estt.I/ CAS – 16<sup>th</sup> round/ 2025/427

Dated 01/04/2025

1. The Dean, Faculty of Agriculture/ Agricultural Engineering/ Horticulture, J.N.K.V.V., Jabalpur.
  2. The Director of Research/ Extension Services/ Instructions/ Farms/D.S.W, J.N.K.V.V., Jabalpur.
  3. The Dean, College of Agriculture,/ Agril. Engg./ Horticulture - Jabalpur/ Rewa/ Tikamgarh/ Ganj – Basoda / Waraseoni/ Powarkheda/ Rehli/ Khurai/ Chhindwara
  4. The Director I.D.S.C/ Biotechnology J.N.K.V.V., Jabalpur.
  5. The Head, Deptt. of \_\_\_\_\_, College of Agriculture/ Agril. Engineering, Jabalpur.
  6. The Associate Director Research. Z.A.R.S \_\_\_\_\_
  7. The Principal Scientist/ In-Charge R.A.R.S. \_\_\_\_\_
  8. The Senior Scientist & Head, Krishi Vigyan Kendra, \_\_\_\_\_
  9. The Incharge, JNKVV, website portal for uploading in the Vishwa Vidyalaya website
  10. The P.S. Vice-Chancellors Secretariat/ Registrar Cell, J.N.K.V.V., Jabalpur.
- For information and circulation amongst all concerned under their administrative control..

**REGISTRAR**

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**JAWAHARLAL NEHRU KRISHI VISWAVIDYALAYA JABALPUR**  
(M.P.)

S. No/Estt.I/ CAS-16<sup>th</sup> round/2024/ 578

Dated: 09/08/2024

**NOTIFICATION**

The guidelines and criteria for promotion under the Career Advancement Scheme (CAS) for Incumbents (Teachers and equivalent positions/ Librarians/ Directors of Physical Education and Sports and equivalent position) have been prepared by the committee constituted by the University orders Estt. I/RC/CAS/567-568 and Estt. I/CAS1121 on June 6, 2022, and November 23, 2022, respectively. The guidelines for Career Advancement Scheme (CAS) are in accordance with the UGC regulations on minimum qualifications for the appointment of teachers and other academic staff in universities and colleges, and measures for the maintenance of standards in higher education, 2018 (The Gazette of India Extraordinary Part-III section 4, published by authority, New Delhi, Wednesday, July 18, 2018), along with all subsequent amendments and ICAR Letter No. 1(4)/2017-Per IV Dated 27 March 2018.

To avoid hardship to those faculty members who have already qualified or are likely to qualify till 31st December 2024 as per the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education, 2010, a choice is given to them either for being considered for promotions under the 2010 or 2018 Regulations. The date of eligibility shall be retained as the date of promotion. On the date of submission of the application, the candidate should fulfill all eligibility criteria required for promotion. (The Gazette of India Extraordinary Part-III section 4, published by authority, New Delhi, Tuesday August 1, 2024 and Friday, June 7, 2024)

This notification is issued following the approval of the Hon'ble Board of Management, Jawaharlal Nehru Krishi Vishwa Vidyalaya, Jabalpur, in its 235th (July 17, 2023), 236th (January 9, 2024), and 237th (June 19, 2024) meetings.

By Hon'ble Vice Chancellor

**REGISTRAR**

Dated: 09/8/2024

S. No/Estt.I/ CAS-16<sup>th</sup> round/2024/ 579

**Copy forwarded to:**

- 1) Dean Faculty of Agriculture/Horticulture/Agricultural Engineering, JNKVV, Jabalpur.
- 2) All Directors, JNKVV, Jabalpur.
- 3) Dean College of Agriculture/ Horticulture/Agricultural Engineering.....
- 4) The Principal Scientist / In-charge ZARS/RARS/DHRTC .....
- 5) The Senior Scientist & Head KVK .....
- 6) The Comptroller, JNKVV, Jabalpur.
- 7) Deputy Registrar (Admn.) JNKVV Jabalpur.
- 8) P/S to Registrar /VC, JNKVV Jabalpur.
- 9) Website administrator for uploading in JNKVV, website.

**REGISTRAR**



**JAWAHARLAL NEHRU KRISHI VISWAVIDYALAYA JABALPUR**  
(M.P.)

S. No/Estt.I/ CAS-16<sup>th</sup> round/2024/ 578

Dated : 09/8/2024

**NOTIFICATION**

The guidelines and criteria for promotion under the Career Advancement Scheme (CAS) for Incumbents (Teachers and equivalent positions/ Librarians/ Directors of Physical Education and Sports and equivalent position) have been prepared by the committee constituted by the University orders Estt. I/RC/CAS/567-568 and Estt. I/CAS1121 on June 6, 2022, and November 23, 2022, respectively. The guidelines for Career Advancement Scheme (CAS) are in accordance with the UGC regulations on minimum qualifications for the appointment of teachers and other academic staff in universities and colleges, and measures for the maintenance of standards in higher education, 2018 (The Gazette of India Extraordinary Part-III section 4, published by authority, New Delhi, Wednesday, July 18, 2018), along with all subsequent amendments and ICAR Letter No. 1(4)/2017-Per IV Dated 27 March 2018.

To avoid hardship to those faculty members who have already qualified or are likely to qualify till 31st December 2024 as per the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education, 2010, a choice is given to them either for being considered for promotions under the 2010 or 2018 Regulations. The date of eligibility shall be retained as the date of promotion. On the date of submission of the application, the candidate should fulfill all eligibility criteria required for promotion. (The Gazette of India Extraordinary Part-III section 4, published by authority, New Delhi, Tuesday August 1, 2024 and Friday, June 7, 2024)

This notification is issued following the approval of the Hon'ble Board of Management, Jawaharlal Nehru Krishi Vishwa Vidyalaya, Jabalpur, in its 235th (July 17, 2023), 236th (January 9, 2024), and 237th (June 19, 2024) meetings.

By Hon'ble Vice Chancellor

Sd/  
**REGISTRAR**

S. No/Estt.I/ CAS-16<sup>th</sup> round/2024/ 579

Dated : 09/8/2024

**Copy forwarded to:**

- 1) Dean Faculty of Agriculture/Horticulture/Agricultural Engineering, JNKVV, Jabalpur.
- 2) All Directors, JNKVV, Jabalpur.
- 3) Dean College of Agriculture/ Horticulture/Agricultural Engineering.....
- 4) The Principal Scientist / In-charge ZARS/RARS/DHRTC .....
- 5) The Senior Scientist & Head KVK .....
- 6) The Comptroller, JNKVV, Jabalpur.
- 7) Deputy Registrar (Admn.) JNKVV Jabalpur.
- 8) P/S to Registrar /VC, JNKVV Jabalpur.
- 9) Website administrator for uploading in JNKVV, website.

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**REGISTRAR**

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## **Stages of promotion under CAS**

### **Stages of Teachers, Researcher and Extension worker under CAS**

- i. Assistant Professor (AL 10) to Assistant Professor (Senior Scale / AL11)  
(pre-revised scale of Rs.15600-39100 AGP Rs. 6000 to Rs.15600-39100 AGP Rs. 7000)
- ii. Assistant Professor (AL 11) to Assistant Professor (Selection Grade/AL 12)  
(Pre-revised scale of Rs.15600-39100 AGP Rs. 7000 to Rs.15600-39100 AGP Rs. 8000)
- iii. Assistant Professor (Sel. Grade/AL 12) to Associate Professor (AL13A)  
(pre-revised scale of Rs.15600-39100/- AGP Rs. 8000 to 37400-67000/-AGP Rs. 9000)
- iv. Associate Professor (AL 13A) to Professor (AL 14)  
(Pre-revised scale of Rs.37400-6700/-AGP Rs. 9000 to Rs.37400-6700/-AGP Rs. 10000)

*Signature & Name of applicant*

### Eligibility criteria or Mandatory for up gradation for University Teachers and Equivalent

S No	Stage	Eligibility criteria or Mandatory for up gradation
1.	<p>Assistant Professor (Academic Level 10) to Assistant Professor (Senior Scale / Academic Level 11)</p> <p><i>Pre-revised scale of Rs.15600-39100 AGP Rs. 6000 to Rs.15600-39100 AGP Rs. 7000)</i></p>	<b>Service Experience / Degree</b>
		Completion of 4 years services (date) with Ph D degree as Assistant Professor in AL-10 or its corresponding pre revised scale
		<b>OR</b>
		Completion of 5 years services (date) as Assistant Professor under AL-10 or its corresponding pre revised scale without Ph D with M Phil / PG degree in professional courses such as M. Tech. / M. V. Sc. / M.Sc. (Agri./Horti/Forestry) etc.
		<b>OR</b>
		Completion of 6 years services (date) as Assistant Professor AL-10 or its corresponding pre revised scale for those without Ph. D. / M. Phil. / PG degree in professional courses such as M. Tech. / M. V. Sc. / M.Sc. (Agri./ Horti/ Forestry) etc.
		<b>Training/ Orientation programme of 21 day</b>
		Attended 21-day duration training in the relevant discipline during assessment period.
		<b>OR</b>
		Attended orientation course of minimum 21day duration in the relevant discipline during assessment period
		<b>OR</b>
		Participated in winter or summer school of minimum 21day duration in the relevant discipline during assessment period
		<b>OR</b>
		Participated in any other training of minimum 21day duration in the relevant discipline during assessment period.
		<b>Training/ Refresher/ Research Methodology Course of 10 day</b>
		Participated in one Refresher/ Research Methodology Course/ Training of minimum 10 day in the relevant discipline during assessment period.
		<b>OR</b>
		Completed one MOOCs course (with e-certification) of minimum 10 day in the relevant discipline during assessment period.
		<b>OR</b>
		Development of e-contents in four-quadrants / MOOC 's course during the assessment period in the relevant discipline.
		<b>Publications</b>
		Published one Research Paper / Review Paper / Case Study / Success Story in the peer-reviewed journals or UGC / NAAS / Scopus -listed journals during assessment period in the relevant field
		Work performance in teaching / research/ extension/ farm management/ other assignment Categories I, II and III

Signature & Name of applicant

2.	<p>Assistant Professor (Academic Level 11) to Assistant Professor (Selection Grade/Academic Level 12)</p> <p><i>Pre-revised scale of Rs.15600-39100 AGP Rs. 7000 to Rs.15600-39100 AGP Rs. 8000)</i></p>	<b>Service Experience:</b> Date of completion of 5 years services as Assistant Professor (Selection Scale / <b>AL-11</b> or its corresponding pre revised scale of Rs 15600-39100/- with AGP Rs.7000/-)
		Ph.D. Degree in the subject relevant / allied / relevant discipline.
		Date on which eligible for placement / promotion for Assistant Professor (Senior Grade / Academic Level 12)
		<b>Training/ Orientation programme of 10 day</b>
		Attended minimum One 10-day duration training/ orientation programme in the relevant discipline during the assessment period.
		<b>OR</b>
		Attended Two course of at least one week (five days) duration in the relevant discipline during the assessment period.
		<b>OR</b>
		Completed one MOOCs course (with e-certification) of minimum 10 day in the relevant discipline during the assessment period.
		<b>OR</b>
		Development of e-contents in four-quadrants / MOOC's (at least one quadrants) minimum of 10 modules of a course in the relevant discipline during the assessment period.
		<b>OR</b>
		Development of at least 10 modules of MOOC 's course/ contribution towards conducting of a MOOCs during the assessment period in the relevant discipline.
		<b>Publications</b>
		Three Research Paper / Review Paper / Case Study/ Success Story published in the peer-reviewed journals or UGC / NAAS / Scopus -listed journals during the assessment period in the relevant field.
		Work performance in teaching / research/ extension/ farm management/ other assignment Categories I, II and III

*Signature & Name of applicant*

3.	Assistant Professor (Sel. Grade/ Academic Level 12) to Associate Professor (Academic Level 13A)  <i>Pre-revised scale of Rs.15600-39100/- AGP Rs. 8000 to Rs 37400-67000/-AGP Rs. 9000)</i>	<b>Service Experience:</b> Date of completion of 3 years services as Assistant Professor (Selection Scale / <b>AL-12</b> or its corresponding pre revised scale of Rs 15600-39100/- with AGP Rs.8000/-) and Date on which eligible for placement / promotion for Associate Professor (Academic Level 13A)
		Ph.D. Degree in the subject relevant / allied / relevant discipline.
		<b>Training / Orientation programme of 10 days</b>
		Attended minimum One 10 days' duration training/ orientation programme in the relevant discipline during the assessment period.
		<b>OR</b>
		Attended Two course of at least one week (five days) duration in the relevant discipline during the assessment period.
		<b>OR</b>
		Completed one MOOCs course (with e-certification) of minimum 10 day in the relevant discipline during the assessment period.
		<b>OR</b>
		<b>Publication</b>
		A minimum of <b>seven</b> Research Paper / Review Paper / Case Study/ Success Story published in the peer-reviewed journals or UGC / NAAS / Scopus -listed journals out of which minimum <b>three</b> should have been published during the assessment period in relevant discipline. #
		<b>Guiding Ph D</b>
		Evidence of having guiding one Ph.D. degree thesis as Major Advisor during the assessment period.
		<b>OR</b>
		Evidence of having guided two Ph. D. theses during the assessment period as member of the advisory committee/ co-guide.
		<b>OR</b>
		Guided two Master degree theses as Major Advisor during the assessment period.
		<b>OR</b>
		Ongoing / successful completed one externally funded project worth $\geq$ Rs.10.0 lakh during last 12 years as Principal Investigator.
		<b>OR</b>
		Additional two research papers / Review paper/ Success story/ Case study published as first author in last 12 years with more than 5.00 NAAS or equal apart from listed seven publications as above #
		<b>OR</b>
		Published two manuals as first author each more than 100 pages with ISBN during the assessment period.
		Work performance in teaching / research/ extension/ farm management/ other assignment Categories I, II and III

Signature & Name of applicant



4	Associate Professor (Academic Level 13A) to Professor (Academic Level 14)  <i>Pre-revised scale of Rs.37400-6700/-AGP Rs. 9000/- to Rs.37400-6700/-AGP Rs. 10000/-</i>	<p><b>Service Experience:</b> Date of completion of 3 years services as Associate Professor (<b>AL-13A</b> or its corresponding pre revised scale of Rs 15600-39100/- with AGP Rs.9000/-) and Date on which eligible for placement / promotion for <b>Professor (Academic Level 14)</b></p> <p>A Ph. D degree in the subject concerned / allied / relevant discipline.</p> <p><b>Publication</b></p> <p>A minimum of <b>Ten</b> Research Paper / Review Paper / Case Study/ Success Story published in the peer-reviewed journals or UGC / NAAS / Scopus - listed journals out of which minimum <b>three</b> should have been published during the assessment period in relevant discipline.</p> <p><b>Guiding Ph D</b></p> <p>Evidence of having successfully guided doctoral candidate as Major Advisor</p> <p><b>OR</b></p> <p>Guided two Ph.D. degree theses as co-advisor / member of advisory committee during the assessment period (degree shall be awarded).</p> <p><b>OR</b></p> <p>Guided one PhD degree as co-advisor / member of advisory committee and two Master Degree theses as Major advisor during the assessment period (degree shall be awarded)..</p> <p><b>OR</b></p> <p>Awarded four Master Degree theses as Major advisor during the assessment period.</p> <p><b>OR</b></p> <p>Ongoing/ successfully completed two externally funded project worth <math>\geq</math> Rs 10 lakhs during the last 15 years as Principal investigator.</p> <p><b>OR</b></p> <p>Additional five research papers / Review Paper / Case Study/ Success Story published as first author in the last 15 years with more than 5.00 NAAS or equal apart from listed ten as above under publications #</p> <p><b>OR</b></p> <p>Published two Books as first author each <math>\geq</math> 150 pages with ISBN during assessment period.</p> <p><b>OR</b></p> <p>Organised one international seminar / symposia / conference during last 15 year as Organizing Secretary/ Coordinator</p> <p><b>OR</b></p> <p>Organised two National seminar/ symposia / conference during last 15 year as Organizing Secretary/ Coordinator</p> <p>Work performance in teaching / research/ extension/ farm management/ other assignment Categories I, II and III</p>
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Signature & Name of applicant

## Application Forms for Teachers and equivalents

**Assistant Professor (Academic Level 10) to Assistant Professor (Senior Scale / Academic Level 11)**  
(Pre-revised scale of Rs.15600-39100 AGP Rs. 6000 to Rs.15600-39100 AGP Rs. 7000)

### PERSONAL DATA: PART-I

1.	Name of applicant	-		Encl No.
2.	Designation / Academic Level	-		
3.	Name of Department and Faculty	-		
4.	Date of Birth	-		
5.	Date of joining as Assistant Professor/ Scientist /SMS (Academic Level -10 or its corresponding pre revised scale ( <i>Attach page of Service book as documentary proof</i> )	-		
6.	Date of joining as Assistant Professor / Scientist / SMS in the University	-		
7.	Date of clearance of probation period and terms & condition of appointment ( <i>Enclose administrative order</i> )	-		
8.	Place of working at present ( <i>College / Research station / KVK/other please specify</i> )	-		
9.	(a) Had you applied for promotion under CAS in VV Notification No. Estt. I/ RC/15 <sup>th</sup> CAS/724-725. 01/09/2018	-		
	(b) If yes, date of eligibility in 15 <sup>th</sup> CAS	-		
10.	Leave (Number of day year wise)	-	FromTo = No of day	
10.1	Study Leave (No. of days during assessment year/year) ( <i>Enclose documentary proof</i> )	-		
10.2	Maternity Leave (days during assessment year/ year)( <i>Enclose documentary proof</i> )	-		
10.3	Child care Leave (days during assessment year/ year)( <i>Enclose documentary proof</i> )	-		
10.4	Medical Leave (days during assessment year/ year)( <i>Enclose documentary proof</i> )	-		
10.5	Extraordinary Leave (days during assessment year/ year) ( <i>Enclose documentary proof</i> )	-		
11	Deputation period (days during assessment year/ year)( <i>Enclose documentary proof</i> )	-		
<b>MANDATORY FOR UP GRADATION PART-II</b>				
12.	<b>Service Experience / Degree</b> (Assistant Professor AL 10 or corresponding pre revised scale Rs. 15600-39100/- with AGP Rs.6000/-)	-		
(i)	Completion of 4 years services (date) with Ph D degree as Assistant Professor in AL-10 or its corresponding pre revised scale ( <b>Enclose documentary proof of degree</b> )	-		

Signature & Name of applicant



(ii)	Completion of 5 years services (date) as Assistant Professor under AL-10 or its corresponding pre revised scale without Ph D with M Phil / PG degree in professional courses such as M. Tech. / M. V. Sc. / M.Sc. (Agri./Horti/Forestry) etc. <b>(Enclose degree)</b>	-		
(iii)	Completion of 6 years services (date) as Assistant Professor AL-10 or its corresponding pre revised scale for those without Ph. D. / M. Phil. / PG degree in professional courses such as M. Tech. / M. V. Sc. / M.Sc. (Agri./ Horti/ Forestry) etc. <b>(Enclose degree)</b>	-		
13.	Date on which eligible for placement / promotion for <b>Assistant Professor (Senior Scale / Academic Level 11)</b>	-		
14.	<b>Training/ Orientation programme of 21 day</b>	-		
	Attended 21-day duration training in the relevant discipline during assessment period. <b>(Enclose documentary proof)</b>	-		
OR	Attended orientation course of minimum 21day duration in the relevant discipline during assessment period. <b>(Enclose documentary proof)</b>	-		
OR	Participated in winter or summer school of minimum 21day duration in the relevant discipline during assessment period <b>(Enclose documentary proof)</b>	-		
OR	Participated in any other training of minimum 21day duration in the relevant discipline during assessment period. <b>(Enclose documentary proof)</b>	-		
15.	<b>Training/ Refresher/ Research Methodology Course of 10 day</b>	-		
	Participated in one Refresher/ Research Methodology Course/ Training of minimum 10 day in the relevant discipline during assessment period. <b>(Enclose documentary proof)</b>	-		
OR	Completed one MOOCs course (with e-certification) of minimum 10 day in the relevant discipline during assessment period. <b>(Enclose documentary proof)</b>	-		
OR	Development of e-contents in four-quadrants / MOOC 's course during the assessment period in the relevant discipline. <b>(Enclose documentary proof)</b>	-		
16.	<b>Publication:</b> Published one Research Paper / Review Paper / Case Study / Success Story in the peer-reviewed journals or UGC / NAAS / Scopus -listed journals during assessment	-		

*Signature & Name of applicant*

	period in the relevant field			
	Bibliography (only one)	-	(Enclose documentary proof)	
17.	Details of work performance in teaching / research/ extension/ academic work / other assignment etc. (Details be furnished in Categories I, II and III)	-		

**Note:** *The requirement for Orientation course and Refresher course for promotion due under the CAS shall not be mandatory up to 31st December, 2023.*

### **DECLARATION**

*I declare that the entries made and foregoing information supplied in this form are true and correct and complete to the best of my knowledge and belief and nothing has been concealed / distorted / exaggerated. If at any time, I am found to have concealed / distorted / exaggerated any material information, my appointment shall be liable to be summarily terminated without notice and / or I shall be subjected to disciplinary action.*

**Date:**

**(Signature of the Applicant)**

*Signature & Name of applicant*



### **VIGILANCE CLEARANCE CERTIFICATE**

*[To be furnished and signed by the Controlling / Forwarding Officer]*

Certified that the undersigned has personally and physically verified that service record of the applicant and thereupon certified that:

[i]\* There is no vigilance case or Departmental enquiry pending or contemplated against him/her.

OR

The vigilance case or Departmental enquiry pending or contemplated against the candidate are listed hereunder.

[ii]\* No major / minor penalties have been imposed on him / her during his / her service at the University

OR

The major / minor penalties have been imposed on him / her during his / her services at the University are listed hereunder.

Dated:

**Signature of the Dean of the College /  
ADR / In charge Research Station/ PC, K.V.K.**

\* *Strike out which is not applicable*

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### **CERTIFICATE OF CONTROLLING / FORWARDING OFFICER**

This is to certify that the entries made in this form have been verified against the official records and found to be true and correct. It is also certified that the applicant has enclosed all the required documents.

Dated:

**Signature of the Dean of the College / ADR/ In  
charge Research Station/ SSH, K.V.K.**

*Signature & Name of applicant*

**Assistant Professor (Academic Level 11) to Assistant Professor (Selection Grade/Academic Level 12)**  
*(Pre-revised scale of Rs.15600-39100 AGP Rs. 7000 to Rs.15600-39100 AGP Rs. 8000)*

**PERSONAL DATA: PART-I**

1.	Name of applicant	-		Encl No.
2.	Designation / Academic Level	-		
3.	Name of Department and Faculty	-		
4.	Date of Birth	-		
5.	Date of joining the post of Assistant Professor / Scientist in Academic Level -10 or its corresponding pre revised scale <b>(Attach Service book page as documentary proof)</b>	-		
6.	Date of joining as Assistant Professor/ Scientist/ SMS in JNKVV	-		
7.	Date of joining the post of Assistant Professor / Scientist in Academic Level -11 or its corresponding pre revised scale <b>(Attach Service book page as documentary proof)</b>	-		
8.	Place of working at present: <b>(College / Research station / KVK)</b>	-		
9.	(a) Had you applied for promotion under CAS in VV Notification No. Estt. I/ RC/15th CAS/724-725. Dated,01/09/2018	-		
	(b) If yes, date of eligibility in 15 <sup>th</sup> CAS	-		
10.	Leave (No of days year wise)	-	From To = No of day	
10.1	Study Leave (No. of days during assessment year/ year) <b>(Enclose documentary proof degree)</b>	-		
10.2	Maternity Leave (No. of days during assessment year/year) <b>(Enclose documentary proof degree)</b>	-		
10.3	Child care Leave (No. of days during assessment year/year) <b>(Enclose documentary proof degree)</b>	-		
10.4	Medical Leave (days during assessment year/ year) <b>(Enclose documentary proof)</b>	-		
10.5	Extraordinary Leave (days during assessment year/ year) <b>(Enclose documentary proof)</b>	-		
11	Deputation period (days during assessment year/ year) <b>(Enclose documentary proof)</b>	-		

*Signature & Name of applicant*



MANDATORY FOR UP GRADATION PART-II			
12.	<b>Service Experience:</b> Date of completion of 5 years services as Assistant Professor (Selection Scale / <b>AL-11</b> or its corresponding pre revised scale of Rs 15600-39100/- with AGP Rs.7000/-)	-	
13	A Ph.D. Degree in the subject relevant / allied / relevant discipline	-	
14.	Date on which eligible for placement / promotion for Assistant Professor (Senior Grade / Academic Level 12) ( <b>Enclose order copy of AL-11 as documentary proof</b> )	-	
15.	<b>Training/ Orientation programme of 10 days</b>	-	
	Attended minimum One 10 days' duration training/ orientation programme in the relevant discipline during assessment period. ( <b>Enclose documentary proof</b> )	-	
OR	Attended Two course of at least one week (five days) duration in the relevant discipline during assessment period. ( <b>Enclose documentary proof</b> )	-	
OR	Completed one MOOCs course (with e-certification) of minimum 10 day in the relevant discipline during assessment period. ( <b>Enclose documentary proof</b> )	-	
OR	Development of e-contents in four-quadrants / MOOC 's (at least one quadrants) minimum of 10 modules of a course in the relevant discipline during assessment period. ( <b>Enclose documentary proof</b> )	-	
OR	Development of at least 10 modules of MOOC 's course/ contribution towards conducting of a MOOCs during assessment period in the relevant discipline. ( <b>Enclose documentary proof</b> )	-	
16.	<b>Publication:</b> Three Research Paper / Review Paper / Case Study/ Success Story published in the peer-reviewed journals or UGC / NAAS / Scopus -listed journals during assessment period in the relevant field.	-	
	Bibliography (Only three during assessment period)	-	(Enclose documentary proof)
i.			
ii.			
iii.			
16.	Details of work performance in teaching / research/ extension/ academic work / other assignment etc. ( <b>Details be furnished in Categories I, II and III</b> )	-	

**Note: The requirement for Orientation course and Refresher course for promotions due under the CAS shall not be mandatory upto 31st December, 2023**

*Signature & Name of applicant*

### **DECLARATION**

*I declare that the entries made and foregoing information supplied in this form are true and correct and complete to the best of my knowledge and belief and nothing has been concealed / distorted / exaggerated. If at any time, I am found to have concealed / distorted / exaggerated any material information, my appointment shall be liable to be summarily terminated without notice and / or I shall be subjected to disciplinary action.*

**Date:**

**(Signature of the Applicant)**

### **VIGILANCE CLEARANCE CERTIFICATE**

[To be furnished and signed by the Controlling / Forwarding Officer]

Certified that the undersigned has physically and personally verified that service record of the applicant and thereupon certified that:

[i]\* There is no vigilance case or departmental enquiry pending or contemplated against him/her.

OR

The vigilance case or departmental enquiry pending or contemplated against the candidate are listed hereunder.

[ii]\* No major / minor penalties have been imposed on him / her during his / her service at the University.

OR

The major / minor penalties have been imposed on him / her during his / her services at the University are listed hereunder.

Dated:

**Signature of the Dean of the College / ADR /  
In charge Research Station/ PC, K.V.K.**

\* *Strike out which is not applicable*

---

### **CERTIFICATE OF CONTROLLING / FORWARDING OFFICER**

Certified that the entries made in this form have been verified from official record and found true and correct. This is also certified that applicant has enclosed all desired documents.

Dated:

**Signature of the Dean of the College / ADR/ In  
charge Research Station/ SSH, K.V.K.**

*Signature & Name of applicant*

# **Assistant Professor (Sel. Grade/Academic Level 12) to Associate Professor (Academic Level 13A)**

*(Pre-revised scale of Rs.15600-39100/- AGP Rs. 8000 to 37400-67000/-AGP Rs. 9000)*

## **PERSONAL DATA: PART-I**

1.	Name of applicant	-		Encl No.
2.	Designation / Academic level	-		
3.	Discipline / Department	-		
4.	Date of Birth	-		
5.	Date of joining the post of Assistant Professor / Scientist Academic Level -10 or its corresponding pre revised scale <b>(Attached Service book page as documentary proof)</b>	-		
6.	Date of joining as Assistant Professor/Scientist/ SMS in JNKVV	-		
7.	Date of joining the post of Assistant Professor/ Scientist in Academic Level -11 or its corresponding pre revised scale <b>(Attached Service book page as documentary proof)</b>	-		
8.	Date of joining the post of Assistant Professor/ Scientist in Academic Level -12 or its corresponding pre revised scale <b>(Attached Service book page as documentary proof)</b>	-		
9.	Date and Place of joining at present place – College / Research station / KVK	-		
10.	(a) Had you applied for promotion under CAS in VV Notification No. Estt. I/ RC/15th CAS/724-725. Dated,01/09/2018?	-		
	(b) If yes, date of eligibility in 15 <sup>th</sup> CAS	-		
11.	Leave (No of days year wise)	-	From To =	No of Days
11.1	Study Leave (No. of days during assessment year/ year) <b>(Enclose documentary proof degree)</b>	-		
11.2	Maternity Leave (No. of days during assessment year/year) <b>(Enclose documentary proof degree)</b>	-		
11.3	Child care Leave (No. of days during assessment year/year) <b>(Enclose documentary proof degree)</b>	-		
11.4	Medical Leave (days during assessment year/ year) <b>(Enclose documentary proof)</b>	-		
11.5	Extraordinary Leave (days during assessment year/ year) <b>(Enclose documentary proof)</b>	-		
12	Deputation period (days during assessment year/ year) <b>(Enclose documentary proof)</b>	-		
<b>MANDATORY FOR UP GRADATION PART-II</b>				
13.	<b>Service Experience:</b> Date of completion of 3 years services as Assistant Professor (Selection Scale / <b>AL-12</b> or its corresponding pre revised scale of Rs 15600-39100/- with AGP Rs.8000/-)	-		
14.	Date on which Ph D degree acquired <b>(Enclose documentary proof Ph D degree)</b>	-		

*Signature & Name of applicant*

15.	Date on which eligible for placement / promotion for <b>Associate Professor (Academic Level 13A)</b> (Enclose order copy of AL-12 as documentary proof)	- -		
16.	<b>Training / Orientation programme of 10 days</b>			
	Attended minimum One 10 days' duration training/ orientation programme in the relevant discipline during assessment period.(Enclose documentary proof)	-		
OR	Attended Two course of at least one week (five days) duration in the relevant discipline during assessment period. (Enclose documentary proof)	-		
OR	Completed one MOOCs course (with e-certification) of minimum 10 day in the relevant discipline during assessment period. (Enclose documentary proof)	-		
17.	<b>Publication:</b> A minimum of <b>seven</b> Research Paper / Review Paper / Case Study/ Success Story published in the peer-reviewed journals or UGC / NAAS / Scopus - listed journals out of which minimum <b>three</b> should have been published during assessment period in relevant discipline.	-		
	Bibliography (Only three during assessment period) (Enclose documentary proof)	-		
i.		-		
ii.		-		
iii.		-		
18.	Evidence of having guiding one Ph.D. degree thesis as Major Advisor during assessment period. (Enclose Certificate I or any other documentary proof)	-		
OR	Evidence of having guided two as member of the advisory committee of Ph. D. thesis during assessment period. (Enclose Certificate I or II as proof)	-		
OR	Guided two Master degree thesis as Major Advisor during assessment period. (Enclose Certificate I or II as documentary proof)	-		
OR	Ongoing / successful completed one externally funded project worth $\geq$ Rs.10.0 lakh during last 12 years as Principal Investigator. (Enclose documentary proof)	-		
OR	Additional two research papers / Success story/ Case study published as first author in last 12 years with more than 5.00 NAAS or equal apart from listed seven under publication in point 17. (Enclose documentary proof)	-		
OR	Published two manuals as first author each more than 100 with ISBN during assessment period. (Enclose documentary proof)	-		
19.	Details of work performance in teaching / research/ extension/ farm management/ other assignment (Details be furnished in Categories I, II and III)	-		

**Note: The requirement for Orientation course and Refresher course for promotions due under the CAS shall not be mandatory upto 31st December, 2023**

Signature & Name of applicant



### **DECLARATION**

*I declare that the entries made and foregoing information supplied in this form are true and correct and complete to the best of my knowledge and belief and nothing has been concealed / distorted / exaggerated. If at any time, I am found to have concealed / distorted / exaggerated any material information, my appointment shall be liable to be summarily terminated without notice and / or I shall be subjected to disciplinary action.*

**Date:**

**(Signature of the Applicant)**

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**Dated:**

**Signature of the Dean of the College /  
ADR / In charge Research Station/ PC, K.V.K.**

\* *Strike out which is not applicable*

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**Dated:**

**Signature of the Dean of the College / ADR/ In  
charge Research Station/ SSH, K.V.K.**

*Signature & Name of applicant*

**Associate Professor (Academic Level 13A) to Professor (Academic Level 14)**  
**(Pre-revised scale of Rs.37400-6700/-AGP Rs. 9000 to Rs.37400-6700/-AGP Rs. 10000)**

**PERSONAL DATA: PART-I**

1.	Name of applicant	-		Encl No
2.	Designation / Academic level	-		
3.	Discipline / Department	-		
4.	Date of Birth	-		
5.	Date of joining the post of Assistant Professor / Scientist Academic Level -10 or its corresponding pre revised scale <b>(Attach Service book page as documentary proof)</b>	-		
6.	Date of joining as Assistant Professor/Scientist/ SMS in JNKVV			
7.	Date of joining the post of Assistant Professor/ Scientist in Academic Level -11 or its corresponding pre revised scale <b>(Attach Service book page as documentary proof)</b>			
8.	Date of joining the post of Assistant Professor/ Scientist in Academic Level -12 or its corresponding pre revised scale <b>(Attach Service book page as documentary proof)</b>			
9.	Date of joining the post of Associate Professor/ Senior Scientist in Academic Level -13A or its corresponding pre revised scale <b>(Attached Service book page as documentary proof)</b>			
10.	Date of joining at present place – College / Research station / KVK			
11.	(a) Had you applied for promotion under CAS in VV Notification No. Estt. I/ RC/15th CAS/724-725. Dated,01/09/2018?			
	(b) If yes, date of eligibility in 15 <sup>th</sup> CAS			
12.	Leave (No of days year wise)		From To = No of Days	
12.1	Maternity Leave (No. of days during assessment year/year) <b>(Enclose documentary proof degree)</b>			
12.2	Child care Leave (No. of days during assessment year/year) <b>(Enclose documentary proof degree)</b>			
12.3	Medical Leave (days during assessment year/ year) <b>(Enclose documentary proof)</b>			
12.4	Extraordinary Leave (days during assessment year/ year) <b>(Enclose documentary proof)</b>			
13	Deputation period (days during assessment year/ year) <b>(Enclose documentary proof)</b>			
<b>MANDATORY FOR UP GRADATION PART-II</b>				
14.	Date on which Ph D degree acquired <b>(Enclose documentary proof Ph D degree)</b>			
15.	<b>Service Experience:</b> Date of completion of 3 years services as Associate Professor <b>(AL-13A</b> or its			

*Signature & Name of applicant*

	corresponding pre revised scale of Rs 15600-39100/- with AGP Rs.9000/-)			
16.	Date on which eligible for placement / promotion for <b>Professor (Academic Level 14)</b> (Enclose order copy of AL-13A as documentary proof)	-		
17.	<b>Publication:</b> (A minimum of <b>Ten</b> Research Paper / Review Paper / Case Study/ Success Story published in the peer-reviewed journals or UGC / NAAS / Scopus -listed journals out of which minimum <b>three</b> should have been published during assessment period in relevant discipline.)			
	Bibliography (Only three during assessment period)		(Enclose documentary proof)	
i.				
ii.				
iii.				
18.	Awarded one Ph.D. degree thesis as Major Advisor / two Ph.D. degree thesis as co-advisor / member of advisory / Minor Advisor during assessment period. (Enclose Certificate II as documentary proof)			
OR	Awarded One PhD degree as co-advisor / member of advisory and two Master Degree thesis as Major advisor during assessment period. (Enclose Certificate I or II as documentary proof)			
OR	Awarded four Master Degree thesis as Major advisor during assessment period. (Enclose Certificate I or II as documentary proof)			
OR	Ongoing/ successfully completed two externally funded project worth $\geq$ Rs 10 lakhs as Principal investigator. (Enclose documentary proof)			
OR	Additional five research papers/Success story/ Case study published as first author in last 15 years with more than 5.00 NAAS or equal apart from listed seven under publication in point 17. (Enclose proof)			
OR	Published two Books as first author each $> 150$ with ISBN during assessment period. (Enclose documentary proof)			
OR	Organised two National seminar/ symposia during assessment period as Organizing Secretary/ Coordinator (Enclose documentary proof)			
OR	Organised one international seminar/ symposia during assessment period as Organizing Secretary/ Coordinator (Enclose documentary proof)			
19.	Details of work performance in teaching / research/ extension/ farm management/ other assignment (Details be furnished in Categories I, II and III)			

**Note: The requirement for Orientation course and Refresher course for promotions due under the CAS shall not be mandatory upto 31<sup>st</sup> December, 2023**

*Signature & Name of applicant*

### **DECLARATION**

*I declare that the entries made and foregoing information supplied in this form are true and correct and complete to the best of my knowledge and belief and nothing has been concealed / distorted / exaggerated. If at any time, I am found to have concealed / distorted / exaggerated any material information, my appointment shall be liable to be summarily terminated without notice and / or I shall be subjected to disciplinary action.*

**Date:**

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**Dated:**

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*Signature & Name of applicant*



## Performance indicators for Teachers and equivalent

**Category I: For Teachers and equivalent(Teaching/ Research/ Extension/ Administration and Related activities)**

**Maximum Score- 100**

Sr	Activity	Enclose No.
<b>A</b>	<b>TEACHING AND RELATED ACTIVITY</b>	
<b>1</b>	<b>Classroom teaching</b>	
1.1	Course assigned (semester and year wise)	
<b>2</b>	<b>RAWE/FAWE/ELP/Industrial visit</b>	
<b>2.1</b>	<b>RAWE in-charge</b>	
	As university coordinator	
	As college coordinator	
	As other associated teacher	
<b>2.2</b>	<b>FAWE in-charge</b>	
	As university coordinator	
	As college coordinator	
	As other associated teacher	
<b>2.3</b>	<b>Experience Learning Program</b>	
	As university coordinator	
	As ELP manager	
	As ELP Co- manager	
<b>2.4</b>	<b>Industrial visit</b>	
	As Coordinator	
	As Co- coordinator	
<b>3.</b>	<b>Practical Examination Organized</b>	
	As External examiner / course	
	As Internal examiner / course	
<b>4.</b>	<b>Invigilation of final theory examination</b>	
	As examination invigilator	
	As flying squad member/ semester	
<b>5.</b>	<b>Evaluation of final examination answer script</b>	
	Diploma/ Bachelor (Number of answer sheet)	
	Master (Number of answer sheet)	
	Doctoral (Number of answer sheet)	
<b>6.</b>	<b>Tutorial and coaching classes</b>	
	Arranged minimum 10 classes/event (JRF/ SRF/ Competitive examination etc.) by the university / college	
	No of classes/ event	
<b>7.</b>	<b>Assignment of other university</b>	
	Preparation of question paper of competitive exam	
	No of question paper	
	Preparation of question paper of final theory exam	No of
	question paper	
	Evaluation of answer sheet of final theory examination	No of
	answer sheet	

*Signature & Name of applicant*

Sr	Activity	Enclose No.
	External examiner in practical exam No of answer sheet	
	<b>Thesis evaluation</b>	
	Master No of thesis	
	Doctorate No of thesis	
	<b>Compressive written examination</b>	
	Master No of assignment	
	Doctorate No of assignment	
	Doctoral oral prelim examination No of student	
	Thesis viva voce	
	Master No of student	
	Doctorate No of student	
	Member of Editorial Board of societies / Journal per society / Journal	
<b>8.</b>	<b>Innovation in teaching</b>	
	It shall be approved by the committee designed at the university level No of innovation	
<b>9.</b>	Plagiarism analysis of Masters and Doctoral thesis No of thesis	

*Signature & Name of applicant*

Sr	Activity	Enclose No.
<b>B</b>	<b>RESEARCH AND RELATED ACTIVITY</b>	
1.1	All India Coordinated Research Project/ Gol, project etc. (result reported) for each completed year No of allotted experiment and scientists involved as per technical program	
1.2	Institute / Externally funded research projects other than AICRP for each completed year No of allotted experiment and scientists involved as per technical program	
1.3	Genetic resource data base with accession number at university level No of accession	
<b>2</b>	<b>Technology &amp; Product Developed</b>	
2.1	Technologies registered at the university level Number of technology and no of Scientists involved	
2.2	Prototype/ model developed and registered at the University level No of prototype / model and number of Scientists involved	
2.3	Diagnostic kit or process or methodology developed and registered at the university level Number of Scientists involved	
2.4	New product developed / bio-agent identified for soil health improvement / stress management etc. Number of Scientists involved	
2.5	Software development/ Data base management / Expert system developed/ Decision support system developed and registered at the university level Number of Scientists involved	
2.6	New Equipment/ Machinery developed and registered at the University level Number of Scientists involved	
<b>3</b>	<b>Varietal Development</b>	
3.1	Notified after CVRC release As breeder As associated scientist	
3.2	Notified after SVRC release As breeder As associated scientist	
3.3	Land races collection, evaluation, documentation and conservation Number of entry	
3.4	Accession number from NCBI obtained after Gene Sequencing Number of accession	
3.5	GI Tag granted Number of scientists involved	
<b>4</b>	<b>Technology Commercialized</b>	
4.1	Commercialization of developed Model/ Technology (without patent) Number of Scientist involved	
<b>5</b>	<b>Capacity building, monitoring, evaluation and reporting</b>	
5.1	Preparation of reports for QRT or any other important report As associated scientist	
5.2	Organized Seminar / Symposia / Conference / Workshops, etc.	

*Signature & Name of applicant*

Sr	Activity	Enclose No.
	As Organizer/ Member-Secretary As member of the committees	
6.	<b>Research for innovative</b>	
	It shall be approved by the committee designed at the University level	

*Signature & Name of applicant*



Sr	Activity	Enclose No.
<b>C</b>	<b>EXTENSION AND RELATED ACTIVITY</b>	
<b>1.</b>	<b>Identification of technological intervention for vertical and Horizontal growth</b>	
1.1	Technology Assessment/refinement to address the problems/innovative idea /diversification/ organic/natural farming etc. (OFT Min. 5 locations) Number of OFT	
<b>2.</b>	<b>Identification of interventions for horizontal growth</b>	
2.1	Technologies demonstrated on farmers field (FLD Min. 5 locations as per norms) Number of FLD	
2.2	Demonstrations other than mandatory demonstration. Number of Demonstration	
2.3	Showcase the specific technologies in large scale on farmers' fields CFLD Area in ha	
<b>3.</b>	<b>Capacity development program organized</b>	
3.1	Skill development and entrepreneurship program (Courses) conducted more than 160 hr. As Coordinator As Associated scientist As resource person other than KVKs	
3.2	Skill oriented training for self-employments (Minimum 3 day and 15 participant) As Coordinator As Associated scientist	
3.3	Training program for knowledge up-gradation of practicing farmer, farmwomen and rural youth (Minimum 20 participants) As Coordinator As Associated scientist	
3.4	Training program for extension personnel (Agriculture/ Horticulture/ Forestry / Animal Science/ Agril. Engg./Aganwadi workers etc.) on modern agricultural technologies/ practices/ enterprises As Coordinator As Associated scientist As resource person other than KVKs	
<b>4.</b>	<b>Assignment on Knowledge and Resource Centre</b>	
4.1.	Establishment of viable demonstration unit No of unit establishment in the year Management from the 2 <sup>nd</sup> year	
4.2	Technology Park Technology showcasing in park	
4.3	Crop cafeteria Number of varieties in cafeteria	
4.4	National/State level/ DAESI /NIPHM /CCINM training programs organized As Coordinator As Associate As resource person	
<b>5</b>	<b>Farm Advisory Services using Information Communication Technology (ICT) and other media on varied subjects of interest to farmers</b>	

*Signature & Name of applicant*

Sr	Activity	Enclose No.
5.1	Farm advisory through KMA Number of messages as subject expert	
5.2	Farm advisory through social media WhatsApp etc. Number of messages as subject expert	
5.3	Farm advisory through print media(newspaper) Pre- Kharif, Rabi and Summer and epidemic situation etc. Number of messages as subject expert	
5.4	Diagnostic visit No of visit	
5.5	Radio programs / TV programs Number of radio program Number of TV program	
5.7	Development of App for popularization of technology Number of app developed /popularized installation of app (No of personnel)	
<b>6.</b>	<b>Convergence / Support to other institute and organizations</b>	
6.1	Registered functional Farmers Clubs / Mahila Club / SHGs Minimum 20 personnel Number of club or group	
6.2.	Registered and functional FPOs Number of FPO	
<b>7.</b>	<b>New initiatives</b>	
7.1	Farmer First, Meragaon, Mera Gaurav, KSHAMA, ARYA, VATICA, NARI, Nutri-garden, NICRA etc. Number of scientists involved	
7.2	In-charge Seed Hub As in charge	
7.3	Establishment of Museum/ Technology Gallery / Diagnostic lab / Agriculture OPD etc. Number of associated scientists	
<b>8</b>	<b>Kisan Mela organized by the University</b>	
8.1	Organized- National /Regional/State level Kisan mela / Farmers fair as organizer Number of days Participation with exhibits As resource person	
8.2	Organized-District /Block level Kisan mela/ Farmers fair as organizer Number of days participation with exhibits As resource person	
8.3	Organized-Special day/ Technology week/ Special message broadcast of Prime Minister/Agriculture Minister / Chief Minister etc As organizer Number of days as associate scientist	
<b>9</b>	<b>Innovative Extension</b>	
	Innovative extension methodology/ process developed and registered at the University level Number of innovation	

*Signature & Name of applicant*

Sr	Activity	Enclose No.
<b>D</b>	<b>ADMINISTRATION AND RELATED ACTIVITY</b>	
<b>1</b>	<b>Assist in Administrative / Financial work at the University level</b>	
1.1	Recruitment of regular staff for work during selection process (after issue of advt. & before declaration of result) per advertisement for declaration of Result	
	For advertisement	
	For processing of applications	
	For interview and Result declaration	
1.2	Promotion (CAS, T Series, Ministerial staff)	
	for notification	
	For processing of applications per notification	
	For result declaration/ notification	
1.3	Viniyamitikan	
	For notification	
	For processing of applications /notification	
	For issue of final order / notification	
1.4	Anukampa Niyukti	
	per order	
1.5	Clearance of probation period	
	per order issued	
1.6	Incentives (increments) for higher education	
	per order issued	
<b>2</b>	<b>Legal Cases and other complaints</b>	
2.1	Appointment of Advocate & OIC for a case	
	Number of cases for DR/ ARG	
2.2	OIC of the case	
	Number of cases as OIC	
2.3	Departmental Inquiry	
	No of inquiry conducted for DR/ AR	
2.4	Processing of RTI	
	Number of RTI process	
<b>3</b>	<b>Meetings at V. V. level</b>	
3.1	Board of Management	
	Number of Board Meeting	
3.2	Academic Council	
	Number of Academic Council Meeting	
3.3	Administrative Council	
	Number of administrative Council Meeting	
3.4	V.V. Coordination Committee	
	Number of Coordination Meeting	
3.5	Central Purchase Committee	
	Number CPC meeting	
3.6	Board of Studies	
	Participated in number of meeting Participated as invitee member	
3.7	Post Graduate Council	
	Participated in number of PGC Participated as invitee member	

Signature & Name of applicant

Sr	Activity	Enclose No.
3.8	Research Council Participated in number of Research Council Participated as invitee member	
3.9	Extension council Participated in number of Extension Council Participated as invitee member	
3.10	Annual Seed Review Participated in Annual Seed Review meeting Participated as invitee scientist	
3.11	Senior Officers Meeting (VC Secretariat) Participated in SOM	
3.13	Trustee Committee No of trustee committee meeting attended	
<b>4</b>	<b>Academic</b>	
4.1	Preparation of academic calendar No of academic calendar prepared	
4.2	Preparation of examination calendar No of examination calendar prepared	
4.3	Declaration of results Result declaration	
4.4	Issue of PDC, CCVC etc Number of PDC, CCVC issued	
4.5	Participation in admission process of ICAR/International/NRI nominee	
4.6	Number of Question paper prepared and answer sheet evaluated	
4.7	PG and PhD joint entrance Exam	
4.8	Up-gradation of University Website	
4.9	Up-dation of university information in the Rajbhawan website	
<b>5</b>	<b>REPORTING at University Level</b>	
5.1	Preparation of Budget estimates Number of year	
5.2	Preparation and reply of audit report for Vidhan Sabha Number of year	
5.3	Reply of Lok Sabha / Vidhan Sabha questions and aashwashns, Number of questions	
5.4	Preparation of accreditation reports at University and College level Involved at the University level Involved at Directorate / College level Involved at Department level	
5.5	Preparation of the University Annual Report Involved in number of annual report	
5.6	Preparation of the University Research report Involved in number of research report	
5.7	Preparation of extension report Involved in number of extension report	
5.8	Preparation of University ranking report Involved at the University level Involved at Directorate / College level	
5.9	Preparation of Souvenirs	

*Signature & Name of applicant*



Sr	Activity	Enclose No.
	Number of souvenirs prepared	
5.10	Preparation of other reports as required by the V.V. for submission to external agencies like ICAR / State Govt./ GOI etc. Number of reports prepared	
5.11	Preparation of Project / DPR as required by the V.V. for strengthening of university. Sanctioned amount in lakh	
<b>6</b>	<b>Admission Process at UG and PG level</b>	
6.1	Assisting in entrance exam for PG and PhD level Number of exams	
<b>7</b>	<b>Others</b>	
7.1	Assisting in convocation, foundation day, As Chairman of committee As member	
7.2	Participation as chairman or nominated in SAC meetings of KVKs. Number of meeting	
<b>8</b>	<b>Committees</b>	
8.1	Member of selection committee (RA /SRF / Young Professional, etc. apart from the regular posts) Number of committees	
8.2	Member of various committees constituted at V.V. level Number of committees	
8.3	Member of various committees constituted at Colleges / Research station / KVKs etc., Numbere of committee	
<b>9.</b>	<b>Monitoring / administrative duties for plan / non-plan schemes, and other Govt. funded / non-govt schemes / colleges / KVK etc.</b>	
9.1	Assisting the administration at the University level in VC secretariat/ Deans of Faculties/ Director Research / Director Extension/ Director Instructions/ Director Farms/ Registrar/ Comptroller/ Dean Student welfare Number of completed year at the University level	
9.2	Assisting the Dean as TO and ASW Number of completed year	
9.3	Assisting in the University Printing Press / Production of Microbes Revenue generation (Lakh)	
9.4	Assisting the Administration as Security officer at the University level at college level	
<b>10</b>	Implementation of innovation ideas for betterment of functioning of the University	
	Maximum Score in Category-I (A+B+C+D)	

*Signature & Name of applicant*

**Category II: For Teachers and equivalent(Co-curricular, Extension and Professional Development Related Activities)**

**Maximum Score- 50**

Sr.	Activity	Enclose No.
1.	<b>Co-curricular activities &amp; field-based activities</b>	
1.1	Co-curricular, extension and field-based activities like plantation (min. 50 plants) / rally/ celebration of special days/ Various levels of extramural and intramural programs, etc. Number of activities	
1.2	Students recognized under NCC /NSS C certificate awarded (No of student) B certificate awarded (No of student)	
1.3	Students participated in NCC /NSS activities Number of students at National Level Number of students at State Level Number of activities at district Level	
1.4	Organized/participation in events such as Cultural program/ Sports/ Yoga days/ diagnostic visit etc. Number of events as organizer Number of events as member	
1.5	Celebration of special fortnights / weeks etc. mark/ event for organized mark/ event for member	
1.6	Organize live telecast of Official Program with minimum 20 participants Number of event divided	
1.7	Team Leader of exposure visits of farmers etc. (Number of exposer visit)	
1.8	Team Leader of Study tour of Student etc. No of tour as accompanying teacher	
1.9	Coach / Team leader accompanying students at national events like AGRI UNIFEST, AGRI UNISPORTS etc. No of activities as accompanying teacher	
1.10	Coach / Team leader accompanying students in Inter collegiate sports and games and Cultural program Number of activities as accompanying teacher	
1.11	Teacher nominated for accompanying students in NCC / NSS camps of minimum 3-day duration Number of camp days	
2	<b>Contribution to corporate life and management of the department and institution through participation in academic and administration committee and responsibility</b>	
2.1	Member of Committee of Admission process of UG/PG/Doctorate Number of events	
2.2	Duty performed as Drawing and Disbursing Officer (Max 10 mark) Number of complete year as DDO-I Number of complete year as DDO-II Number of complete year as Account Officer	
2.3	Duty performed as I/c Printing Press / I/c Radio recording unit/ I/c Security, I/c Press meet work, I/c Development grant etc. Number of complete year	
2.4	Duty performed as NSS / NCC officer / Academic In-charge / Class advisor /	

*Signature & Name of applicant*

Sr.	Activity	Enclose No.
	I/c scholarship/ I/c Examination / Placement cell / etc. Number of completed year	
2.5	Duty performed as I/c Sports / I/c Cultural / student advisor / I/c Coaching or Tutorial cell / etc. Number of completed year	
2.6	Warden / I/c Farm / I/c Dairy Number of completed year	
2.7	Member of committee like I/c of Angi-ragging Squad / SC / ST Cell / Women Grievance Cell / Disciplinary Committee / Flying squad etc. No of completed year as Chairman No of completed year as member	
2.8	Duty performed at department level as In-charge Academic / I/c Library / I/c Examination / I/c Vehicle / In-charge store I/c Lab etc. Number of complete year	
2.9	Organize University / Inter collegiate / inter classes level sports, games and cultural programmes etc. As chairman As co-chairman As member of committee	
<b>3</b>	<b>Monitoring</b>	
3.1	Monitoring day-to-day activities of RAWA / FAWA students at KVK level. Involved in monitoring	
3.2	Member of seed monitoring committee, Farm Advisory committee, AICRP monitoring committee, ICAR committees Involved in committee (No)	
<b>4.</b>	<b>Professional development activities</b>	
4.1	Modernization / Upgradation / Developmental activities of VV units viz. I/c Model class rooms, I/c e-library, I/c digital class room etc. Completed year	
4.2	Supporting activities of VV units, Stock Verification Officer / works committee / purchase committee / auction committee Completed year	
4.3	Member or Special invitee in Extension/ Research/ Education/ Academic Council/Administrative Council / Board of Faculties etc. in other universities. Number of event	
4.4	Member in University award selection committee of Farmer / Farm woman / Young professional / ATMA /Best student / Best teacher / Screening committee of Gold Medalists, etc. Number of committee	
4.5	Assignment of international agencies / ICAR/Government of India/ ASRB/ Govt. of M.P. Number of assignment	
4.6	Member of Organizing committee of seminars / conferences / symposia / workshop etc. As chairman As co-chairman As member of committee	

*Signature & Name of applicant*

**Category III: For Teachers and equivalent(Research, Teaching, Extension and Academic Contributions).**

**Maximum Score- 100**

<b>S No.</b>	<b>Activity</b>	<b>Enclose No.</b>
<b>1</b>	<b>Research Papers in Peer-Reviewed or UGC/ NAAS/ Scopus listed Journals</b>	
1.1	Research Papers /Success Story / Case Study published in Peer-Reviewed or UGC/ NAAS / Scopus listed Journal	
	First author publication	
	Second author publication	
	Third & other authors publication	
1.2	Research Papers /Success Story / Case Study published in non-refereed but recognized and reputed with ISBN/ISSN number	
	First author publication	
	Second author publication	
	Third & other authors publication	
1.3	Full papers in Conference proceedings, etc.*(Abstracts not to be included)	
	First author paper	
	Second and other authors paper	
<b>2</b>	<b>Publications (other than Research papers) Authored Text, Reference Book, Glossary etc.</b>	
2.1	International publishers with ISBN/ISSN numbers >200 pages	
	No of publication	
2.2	International publishers with ISBN/ISSN numbers < 200 pages	
	No of publication	
2.3	National Publishers with ISBN/ISSN numbers>200 pages	
	No of publication	
2.4	National Publishers with ISBN/ISSN numbers< 200 pages	
	No of publication	
2.5	Edited Book by International publishers with ISBN/ISSN numbers >200 pages	
	No of edited book	
2.6	Edited Book by International publishers with ISBN/ISSN numbers < 200 pages	
	Mark/ editor	
2.7	Edited Book by National Publishers with ISBN/ISSN numbers>200 pages	
	No of edited book	
2.8	Edited Book by National Publishers with ISBN/ISSN numbers< 200 pages	
	No of edited book	
2.9	Publication of booklets/manual//question bank etc. less than 100 pages without ISBN	
	As Senior author	
	As Co author	
2.10	Publication of book / manual /question bank etc. more than 100 pages without ISBN	
	As Senior author	
	As Co author	
2.11	Chapter in Edited Book with ISBN/ISSN numbers	
	As Senior author	
	As Co author	
2.12	Translation works in Indian and Foreign Languages by qualified faculties.	

*Signature & Name of applicant*

S No.	Activity	Enclose No.
		No of Chapter or Research paper
		No of Book
<b>3</b>	<b>Extension publications</b>	
3.1	Popular articles published magazine or periodical	
	As Senior author	
	As Co author	
3.2	Compilation of University Annual Report/ Research Report / Extension Report / Accreditation Report / University Ranking Report / Regional Committee Meeting Report etc. No of publication to each author	
<b>4</b>	<b>Massive open online course (MOOCs)</b>	
4.1	Development of complete MOOCs in 4 quadrants (4 credit course) (In case of MOOCs of lesser credits) No of credit	
4.2	MOOCs (developed in 4 quadrant) per module/ lecture No of module/lecture	
4.3	Content writer/subject matter expert for each module of MOOCs (at least 1 quadrant) No	
4.4	Course Coordinator for MOOCs (4 credit course) In case of MOOCs of lesser credits No of credit	
<b>5</b>	<b>E-Content</b>	
5.1	Development of e-Content in 4 quadrants for a complete course/e-book No	
5.2	e-Content (developed in 4 quadrants) per module No	
5.3	Contribution to development of e-content module in complete course/paper/e-book (at least 1 quadrant) No	
5.4	Editor of e-content for complete course/ paper /e-book No	
<b>6</b>	<b>(a)Research guidance</b>	
6.1	Ph.D. degree awarded	
	as Chairman (No)	
	as member (No)	
6.2	Ph.D. degree submitted or on going	
	as Chairman (No)	
	as member (No)	
6.3	M. Sc. degree awarded	
	as Chairman (No)	
	as member (No)	
6.4	M.Sc. thesis submitted /ongoing	
	as Chairman (No)	
	as member (No)	
<b>7</b>	<b>Research Projects Completed</b>	
7.1	Externally funded project sanctioned during the assessment period with grant of	

Signature & Name of applicant



S No.	Activity	Enclose No.
	Rs.50.1-100.0 lakh.	
	Principal Investigator of project	
	Co-Investigator of project	
7.2	Externally funded project sanctioned during the assessment period with grant of Rs.20.1-50.0 lakh.	
	Principal Investigator of project	
	Co-Investigator of project	
7.3	Externally funded project sanctioned during the assessment period with grant of Rs.10.1-20.0 lakh.	
	Principal Investigator of project	
	Co-Investigator of project	
7.4	Externally funded project sanctioned during the assessment period with grant of Rs.1.0-10.0 lakh.	
	Principal Investigator of project	
	Co-Investigator of project	
<b>8</b>	<b>Research Projects carried out / Ongoing</b>	
8.1	Externally funded project sanctioned during the assessment period with grant of Rs.50.1-100.0 lakh.	
	Principal Investigator of project	
	Co-Investigator of project	
8.2	Externally funded project sanctioned during the assessment period with grant of Rs.20.1-50.0 lakh.	
	Principal Investigator of project	
	Co-Investigator of project	
8.3	Externally funded project sanctioned during the assessment period with grant of Rs.10.1-20.0 lakh	
	Principal Investigator of project	
	Co-Investigator of project	
8.4	Externally funded project sanctioned during the assessment period with grant of Rs.1.0-10.0 lakh	
	Principal Investigator of project	
	Co-Investigator of project	
<b>9</b>	<b>Consultancy Services</b>	
9.1	Amount mobilized with grants > 20.1 Lakhs	
	Rs in lakh	
9.2	Amount mobilized with grants 10.1 to 20.0 Lakhs	
	Rs in lakh	
9.3	Amount mobilized with grants up to 5.0 lakhs	
	Rs in lakh	
9.4	Amount mobilized with grants >5.1 to 10.0 lakhs	
	Rs in lakh	
<b>10</b>	<b>Patents</b>	
10.1	Multi-national no of patent	
10.2	One country no of patent	
<b>11</b>	<b>Policy Document</b>	
11.1	Submitted to an International body/organization like UNO / UNESCO/ World Bank/ International Monetary Fund etc. No of document	

*Signature & Name of applicant*

S No.	Activity	Enclose No.
11.2	Submitted to Central Government No of document	
11.3	Submitted to State Government No of document	
12	<b>Invited lectures / Resource Person</b>	
	International (Abroad)	
	International (within country)	
	National	
	State/University	
13.	<b>Individual Award / Fellowship (Life time)</b>	
13.1	Individual Awards	
	International award	
	National award	
	State award	
	University award	
	Recognized Societies award	
	District level	
	Others award required fee	
13.2	Fellowship	
	International recognized society	
	National recognized society	
13.3	Award to student as advisor	
	International student	
	National student	
	Society student	
14	<b>Organized / Attended / Delivered lecture in</b> Orientation course / Refresher course / Research Methodology/ Training/ Teaching-Learning-Evaluation Technology / Soft skill Program/ Faculty development program / <b>MOOCs course</b> etc.	
14.1	Organized	
	Above 21 days	
	As coordinator	
	As co-coordinator	
	10 to 20 days	
	As coordinator	
	As co-coordinator	
	5 to 10 days	
	As coordinator	
	As co-coordinator	
	3 to 5 day	
	As coordinator	
	As co-coordinator	
14.2	Attended	
	15 days	
	5-14 day	
	<5 day	

*Signature & Name of applicant*

S No.	Activity	Enclose No.
14.3	Lecture delivered No of lecture	

*Signature & Name of applicant*

## Distribution of Marks for Score under Career Advancement Scheme (CAS)

**Assistant Professor / Assistant Director of Physical Education and Sport / or equivalent (Academic level 10) completed four years of service with Ph.D. Degree as Assistant Professor under level 10**  
**Stage Academic level 10 to 11**  
**or Pre- revised AGP Rs.6000/- to AGPRs.7000/-**

	Category	Assessment Period year	Maximum Score/ year	Maximum aggregate score in the assessment period	Factor	Maximum aggregate score/ factor
I	Teaching/ Research/ Extension/ Administration and Related activities	4	100	400	/10	40
II	Co-curricular, Extension and Professional Development Related Activities	4	50	200	/20	10
III	Research and Academic contributions	4		100	/1.0	40
IV	Annual Performance Assessment Report	4	04	16	/1.6	10
	Total					Max. 100
	<b>Note: Candidate must score in each category and every year during assessment period and shell sum aggregate marks of 60 to promote under CAS A* &amp; A=4 marks, B=3 marks and C=2 marks</b>					
	<b>Expert assessment system</b>			<b>Screening Committee</b>		

**Assistant Professor / Assistant Director of Physical Education and Sport / or equivalent (Academic level 10) completed five years of service as Assistant Professor under level 10 without PhD with M.Phil. / PG Degree in Professional Courses, such as M.Tech., M.V.Sc., M.Sc. (Ag) etc**

**Stage Academic level 10 to 11**  
**or Pre- revised AGP Rs.6000/- to AGP Rs.7000/-**

	Category	Assessment Period year	Maximum Score/ year	Maximum aggregate score in the assessment period	Factor	Maximum aggregate score/ factor
I	Teaching/ Research/ Extension/ Administration and Related activities	5	100	500	/12.5	40
II	Co-curricular, Extension and Professional Development Related Activities	5	50	250	/25	10
III	Research and Academic contributions	5		100	/1.25	40
IV	Annual Performance Assessment Report	5	04	20	/2	10
	Total					Max. 100
	<b>Note: Candidate must score in each category and every year during assessment period and shell sum aggregate marks of 60 to promote under CAS</b>					

Signature & Name of applicant

	<b>A* &amp; A=4 marks, B=3 marks and C=2 marks</b>					
	<b>Expert assessment system</b>			<b>Screening Committee</b>		
<b>Assistant Professor / Assistant Director of Physical Education and Sport / or equivalent (Academic level 10) completed six years of service as Assistant Professor under level 10 without Ph.D./ M.Phil. /PG Degree in non-Professional Courses</b>						
<b>Stage Academic level 10 to 11</b>						
<b>or Pre- revised AGP Rs.6000/- to AGP Rs.7000/-</b>						
	Category	Assessment Period year	Maximum Score/ year	Maximum aggregate score in the assessment period	Factor	Maximum aggregate score/ factor
I	Teaching/ Research/ Extension/ Administration and Related activities	6	100	600	/15	40
II	Co-curricular, Extension and Professional Development Related Activities	6	50	300	/30	10
III	Research and Academic contributions	6		100	/1.5	40
IV	Annual Performance Assessment Report	6	04	24	/2.4	10
	Total					Max. 100
	<b>Note: Candidate must score in each category and every year during assessment period and shell sum aggregate marks of 60 to promote under CAS</b> <b>A* &amp; A=4 marks, B=3 marks and C=2 marks</b>					
	<b>Expert assessment system</b>			<b>Screening Committee</b>		

**Assistant Professor/ Assistant Director of Physical Education and Sport / or equivalent (Senior scale /Academic level 11) to Assistant Professor/ Assistant Director of Physical Education and Sport or equivalent completed five years of service in (Selection Grade /Academiclevel-12)**

**Stage Academic level 11 to 12**  
**or Pre- revised AGP Rs.7000/- to AGP Rs.8000/-**

	Category	Assessment Period year	Maximum Score/ year	Maximum aggregate score in the assessment period	Factor	Maximum aggregate score/ factor
I	Teaching/ Research/ Extension/ Administration and Related activities	5	100	500	/12.5	40
II	Co-curricular, Extension and Professional Development Related Activities	5	50	250	/25	10
III	Research and Academic contributions	5		100	/2.5	40
IV	Annual Performance Assessment Report	5	04	20	/2	10
	Total weightage (1+2+3)					Max. 100
<b>Note: Candidate must score in each category and every year during assessment period and shell sum aggregate marks of 62 to promote under CAS</b> <b>A* &amp; A=4 marks, B=3 marks and C=2 marks</b>						
<b>Expert assessment system</b>				<b>Screening Committee</b>		

*Signature & Name of applicant*



**Assistant Professor / Assistant Director of Physical Education and Sport /or equivalent (Academic Level -12)  
to Associate Professor/ Deputy Director of Physical Education and Sport (Academic Level -13A)**

**Stage Academic level 12 to 13A  
or Pre- revised AGP Rs.8000/- to AGP Rs.9000/-**

	Category	Assessment Period year	Maximum Score/ year	Maximum aggregate score in the assessment period	Factor	Maximum aggregate score/ factor
I	Teaching/ Research/ Extension/ Administration and Related activities	3	100	300	/8.571	35
II	Co-curricular, Extension and Professional Development Related Activities	3	50	150	/30	5
III	Research and Academic contributions	3	-	100	/2.857	35
IV	Presentation of 10 minutes on the topic related to teaching/ research/ extension		-	5		5
V	Annual Performance Assessment Report	3	04	12	/1.2	10
VI	Interview			10		10
	Total					Max. 100
<b>Note: Candidate must score in each category and every year during assessment period and shell sum aggregate marks of 65 to promote under CAS A* &amp; A=4 marks, B=3 marks and C=2 marks</b>						
<b>Expert assessment system</b>				<b>Selection Committee</b>		

**Associate Professor/ Deputy Director of Physical Education and Sport /or equivalent (Academic Level -13A)  
to Professor/ Deputy Director of Physical Education and Sport (Academic Level -14)**

**Stage Academic level 13A to 14  
or Pre- revised AGP Rs.9000/- to AGP Rs.10000/-**

	Category	Assessment Period year	Maximum Score/ year	Maximum aggregate score in the assessment period	Factor	Maximum aggregate score/ factor
I	Teaching/ Research/ Extension/ Administration and Related activities	3	100	300	/8.571	35
II	Co-curricular, Extension and Professional Development Related Activities	3	50	150	/30	5
III	Research and Academic contributions	3	-	100	/2.857	35
IV	Presentation of 10 minutes on the topic related to teaching/ research/ extension	-	-	5		5
V	Annual Performance Assessment Report	3	04	12	/1.2	10
V	Interview	-	-	10		10
	Total					Max. 100
<b>Note: Candidate must score in each category and every year during assessment period and shell sum aggregate marks of 70 to promote under CAS A* &amp; A=4 marks, B=3 marks and C=2 marks</b>						
<b>Expert assessment system</b>				<b>Selection Committee</b>		

*Signature & Name of applicant*

## **Stages of promotion under CAS**

### **Stages of promotion under CAS for Physical Education and Sports or equivalent**

- i. Assistant Prof /Assistant Director of Physical Education and Sports (AL 10) to Assistant Prof. /Asstt. Director of Physical Education and Sports (Senior Scale / AL 11) (Pre-revised scale of Rs.15600-39100/- AGP Rs. 6000 to Rs.15600-39100/- AGP Rs. 7000)
- ii. Assistant Professor/ Assistant Director of Physical Education and Sports (AL 11) to Assistant Prof./ Asstt. Director of Physical Education and Sports (Selection Grade/AL 12) (Pre-revised scale of Rs.15600-39100/- AGP Rs. 7000 to Rs.15600-39100/- AGP Rs. 8000)
- iii. Assistant Prof./ Deputy Director of Physical Education and Sports (Sel. Grade/AL 12) to Deputy Director of Physical Education and Sports (AL 13A) (pre-revised scale of Rs.15600-39100/- AGP Rs. 8000 to Rs 37400-67000/-AGP Rs. 9000)
- iv. Deputy Director Physical Education and Sports (AL 13A) to Deputy Director Physical Education and Sports (AL 14) (Pre-revised scale of Rs 37400-67000/- (AGP Rs. 9000 to Rs 37400-67000/- AGP Rs. 10000)

*Signature & Name of applicant*

## Eligibility criteria or Mandatory for up gradation for University Physical Education and Sports or Equivalent

S No	Stage	Eligibility criteria or Mandatory for up gradation
1.	<p>Assistant Director of Physical Education and Sports or Equivalent (Academic Level 10)</p> <p>to</p> <p>Assistant Director of Physical Education and Sports or Equivalent (Senior Scale / Academic Level 11)</p> <p><i>Pre-revised scale of Rs.15600-39100/- AGP Rs. 6000/- to Rs.15600-39100/- AGP Rs. 7000/-</i></p>	<b>Service Experience / Degree</b>
		Completion of 4 years services (date) with Ph D degree as Assistant Director of Physical Education and Sports in AL-10 or its corresponding pre revised scale <b>OR</b>
		Completion of 5 years services (date) as Assistant Director of Physical Education and Sports under AL-10 or its corresponding pre revised scale without Ph. D. with M Phil degree <b>OR</b> .
		Completion of 6 years services (date) as Assistant Director of Physical Education and Sports AL-10 or its corresponding pre revised scale for those without Ph. D. / M. Phil. degree. <b>OR</b>
		<b>Training/ Orientation programme of 21 days</b>
		Attended 21 days' duration training in the relevant discipline during assessment period. <b>OR</b>
		Attended Orientation course of minimum 21day duration in the relevant discipline during assessment period. <b>OR</b>
		Participated in winter or summer school of minimum 21day duration in the relevant discipline during assessment period. <b>OR</b>
		Participated in any other training of minimum 21day duration in the relevant discipline during assessment period.
		<b>Any one of following course / programme</b>
		Participated in one Refresher/ Research Methodology Course/ workshop at least 5-day duration during assessment period. <b>OR</b>
		Training Teaching-Learning- Evaluation Technology Programme of at least 5-day duration during assessment period. <b>OR</b>
		Completed one MOOCs course (with e-certification) in the relevant discipline during assessment period. <b>OR</b>
		Developed one MOOC 's course (with e-certification) during the assessment period in the relevant discipline.
		<b>Work performance</b>
		Work performance in teaching / research/ extension/ farm management/ other assignment Categories I, II and III

*Signature & Name of applicant*

2.	<p>Assistant Director of Physical Education and Sports or Equivalent (Academic Level 11)</p> <p>to</p> <p>Assistant Director of Physical Education and Sports or Equivalent (Selection Grade/Academic Level 12)</p> <p><i>Pre-revised scale of Rs.15600-39100/- AGP Rs. 7000/- to Rs.15600-39100/- AGP Rs. 8000/-</i></p>	<b>Service Experience</b>
		Date of completion of 5 years services as Assistant Director of Physical Education and Sports (Selection Scale / AL-11 or its corresponding pre revised scale of Rs 15600-39100/- with AGP Rs.7000/-)
		<b>Any one course / programme</b>
		Attended minimum One 10 days' duration Refresher Courses, Research Methodology Workshop of at least two weeks (10 days) in the relevant discipline during assessment period. <b>OR</b>
		Attended minimum One 10 days' duration Teaching-Learning-Evaluation Technology Programmes / Faculty Development Programmes of at least two weeks (10 days) in the relevant discipline during assessment period. <b>OR</b>
		Attended two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration in the relevant discipline during assessment period. <b>OR</b>
		Participated least one MOOCs course (with e-certification) in the relevant subject/ discipline during assessment period. <b>OR</b>
		Development of at least one MOOCs course (with e-certification) in the relevant subject/ discipline during assessment period. <b>OR</b>
		<b>Work performance</b>
		Work performance in teaching / research/ extension/ farm management/ other assignment Categories I, II and III

*Signature & Name of applicant*

3	<p><i>Assistant Director of Physical Education and Sports or Equivalent (Sel. Grade/Academic Level 12) to Deputy Director of Physical Education and Sports or Equivalent (Academic Level 13A)</i></p> <p><i>Pre-revised scale of Rs.15600-39100/- AGP Rs. 8000/- to Rs 37400-67000/-AGP Rs. 9000/-</i></p>	<b>Service Experience:</b>
		Date of completion of 3 years services as Assistant Director of Physical Education and Sports (Selection Scale / <b>AL-12</b> or its corresponding pre revised scale of Rs 15600-39100/- with AGP Rs.8000/-)
		<b>Any one course / programme</b>
		Attended minimum One 10 days' duration Refresher Courses, Research Methodology Workshop of at least two weeks (10 days) in the relevant discipline during assessment period. <b>OR</b>
		Attended minimum One 10 days' duration Teaching-Learning-Evaluation Technology Programmes / Faculty Development Programmes of at least two weeks (10 days) in the relevant discipline during assessment period <b>OR</b>
		Attended two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration in the relevant discipline during assessment period. <b>OR</b>
		Participated least one MOOCs course (with e-certification) in the relevant subject/ discipline during assessment period. <b>OR</b>
		Development of at least one MOOCs course (with e-certification) in the relevant subject/ discipline during assessment period.
	<b>Work performance</b>	
	Work performance in teaching / research/ extension/ farm management/ other assignment Categories I, II and III	

*Signature & Name of applicant*

4	<p><i>Deputy Director Physical Education and Sports or Equivalent (Academic Level 13A)</i> to <i>Deputy Director Physical Education and Sports or Equivalent (Academic Level 14)</i></p> <p><i>Pre-revised scale of Rs 37400-67000/- AGP Rs. 9000/- to Rs 37400-67000/- AGP Rs. 10000/-</i></p>	<b>Service Experience / Degree</b>
		A Ph.D. in Physical Education or Physical Education and Sports or Sports Science
		<b>Service Experience:</b> Date of completion of 3 years services as <b>Deputy Director Physical Education and Sports (AL-13A)</b> or its corresponding pre revised scale of Rs 15600-39100/- with AGP Rs.9000/-)
		<b>Any one course / programme</b>
		Attended minimum One 10 days' duration Refresher Courses, Research Methodology Workshop of at least two weeks (10 days) in the relevant discipline during assessment period. <b>OR</b>
		Attended minimum One 10 days' duration Teaching-Learning-Evaluation Technology Programmes / Faculty Development Programmes of at least two weeks (10 days) in the relevant discipline during assessment period. <b>OR</b>
		Attended two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration in the relevant discipline during assessment period. <b>OR</b>
		Participated least one MOOCs course (with e-certification) in the relevant subject/ discipline during assessment period. <b>OR</b>
		Development of at least one MOOCs course (with e-certification) in the relevant subject/ discipline during assessment period.
		<b>Organising Competition/ Coaching camp</b>
		Evidence of organising competitions and coaching camps of at least two weeks' duration.
		<b>Produced good performance of teams / athletes</b>
		Evidence of having for competitions like State/ National/ Interuniversity/ combined university, etc.
		<b>Work performance</b>
		Work performance in teaching / research/ extension/ farm management/ other assignment Categories I, II and III

*Signature & Name of applicant*

## Application forms for Physical Education & Sports and equivalents

**Assistant Director of Physical Education and Sports (Academic Level 10) to Assistant Director of Physical Education and Sports (Senior Scale / Academic Level 11)**  
**(Pre-revised scale of Rs.15600-39100/- AGP Rs. 6000 to Rs.15600-39100/- AGP Rs. 7000)**

### PERSONAL DATA: PART-I

1.	Name of applicant	-		Encl No.
2.	Designation / Academic Level	-		
3.	Name of Department	-		
4.	Date of Birth	-		
5.	Date of joining as Assistant Director of Physical Education and Sports (Academic Level -10 or its corresponding pre revised scale) ( <b>Attach page of service book</b> )	-		
6.	Date of joining as Assistant Director of Physical Education and Sports in JNKVV	-		
7.	Date of clearance of probation period and terms & condition of appointment ( <b>Enclose copy of administrative order</b> )	-		
8.	Place of working at present	-		
9.	(a) Had you applied for promotion under CAS in VV Notification No. Estt. I/ RC/15 <sup>th</sup> CAS/724-725. Dated,01/09/2018?			
	(b) If yes, date of eligibility in 15 <sup>th</sup> CAS			
10.	Leave (No. of days year wise)	-	From - To = No of days	
10.1	Study Leave (No. of days during assessment year/year) ( <b>Enclose documentary proof</b> )	-		
10.2	Maternity Leave (No. of days during assessment year/year)( <b>Enclose documentary proof</b> )	-		
10.3	Child care Leave (No. of days during assessment year/year) ( <b>Enclose documentary proof</b> )	-		
10.4	Medical Leave (days during assessment year/ year) ( <b>Enclose documentary proof</b> )	-		
10.5	Extraordinary Leave (days during assessment year/ year) ( <b>Enclose documentary proof</b> )	-		
11	Deputation period (days during assessment year/ year) ( <b>Enclose documentary proof</b> )	-		
<b>MANDATORY FOR UP GRADATION PART-II</b>				
12.	<b>Service Experience / Degree</b> (Assistant Director of Physical Education and Sports AL 10 or corresponding pre revised scale Rs. 15600-39100/- with AGP Rs.6000/-)	-		
(i)	Completion of 4 years services (date) with Ph D degree as Assistant Director of Physical Education and Sports in AL-10 or its corresponding pre revised scale ( <b>Enclose documentary proof of Ph. D. degree</b> )	-		
(ii)	Completion of 5 years services (date) as Assistant Director of Physical Education and Sports under AL-10 or its	-		



	corresponding pre revised scale without Ph. D. with M Phil degree. <b>(Enclose documentary proof degree)</b>			
(iii)	Completion of 6 years services (date) as Assistant Director of Physical Education and Sports AL-10 or its corresponding pre revised scale for those without Ph. D. / M. Phil. degree. <b>(Enclose documentary proof degree)</b>	-		
13.	Date on which eligible for placement / promotion for <b>Assistant Director of Physical Education and Sports (Senior Scale / Academic Level 11)</b>			
14	<b>Training/ Orientation programme of 21 days</b>			
	Attended 21 days' duration training in the relevant discipline during assessment period. <b>(Enclose documentary proof)</b>	-		
	OR			
	Attended Orientation course of minimum 21day duration in the relevant discipline during assessment period. <b>(Enclose documentary proof)</b>	-		
	OR			
	Participated in winter or summer school of minimum 21day duration in the relevant discipline during assessment period. <b>(Enclose documentary proof)</b>	-		
	OR			
	Participated in any other training of minimum 21day duration in the relevant discipline during assessment period. <b>(Enclose documentary proof)</b>	-		
15.	<b>Any one of following course / programme</b>	-		
	Participated in one Refresher/ Research Methodology Course/ workshop at least 5-day duration during assessment period. <b>(Enclose documentary proof)</b>	-		
	OR			
	Training Teaching- Learning- Evaluation Technology Programme of at least 5-day duration during assessment period. <b>(Enclose documentary proof)</b>			
	OR			
	Completed one MOOCs course (with e-certification) in the relevant discipline during assessment period. <b>(Enclose documentary proof)</b>	-		
	OR			
	Developed one MOOC 's course (with e-certification) during the assessment period in the relevant discipline. <b>(Enclose documentary proof)</b>	-		
16.	Details of work performance in teaching / research/ extension/ academic work / other assignment etc. <b>(Details be furnished in Categories I, II and III)</b>	-		

**Note: The requirement for Orientation course and Refresher course for promotions due under the CAS shall not be mandatory upto 31st December, 2023.**

### **DECLARATION**

*I declare that the entries made and foregoing information supplied in this form are true and correct and complete to the best of my knowledge and belief and nothing has been concealed / distorted / exaggerated. If at any time, I am found to have concealed / distorted / exaggerated any material information, my appointment shall be liable to be summarily terminated without notice and / or I shall be subjected to disciplinary action.*

**Date:**

**(Signature of the Applicant)**

### **VIGILANCE CLEARANCE CERTIFICATE**

*[To be furnished and signed by the Controlling / Forwarding Officer]*

Certified that the undersigned has physically and personally verified that service record of the applicant and thereupon certified that:

[i]\* There is no vigilance case or departmental enquiry pending or contemplated against him/her.

OR

The vigilance case or departmental enquiry pending or contemplated against the candidate are listed hereunder.

[ii]\* No major / minor penalties have been imposed on him / her during his / her service at the University.

OR

The major / minor penalties have been imposed on him / her during his / her services at the University are listed hereunder.

**Dated:**

**Signature of the Dean of the College**

\* *Strike out which is not applicable*

---

### **CERTIFICATE OF CONTROLLING / FORWARDING OFFICER**

Certified that the entries made in this form have been verified from official record and found true and correct. This is also certified that applicant has enclosed all desired documents.

**Dated:**

**Signature of the Dean of the College**

**Assistant Director of Physical Education and Sports (Academic Level 11) to Assistant Director of Physical Education and Sports (Selection Grade/Academic Level 12)**

**(Pre-revised scale of Rs.15600-39100/- AGP Rs. 7000 to Rs.15600-39100/- AGP Rs. 8000)**

**PERSONAL DATA: PART-I**

1.	Name of applicant	-		Encl No
2.	Designation / Academic Level	-		
3.	Name of Department	-		
4.	Date of Birth	-		
5.	Date of joining the post of Assistant Director of Physical Education and Sports in Academic Level -10 or its corresponding pre revised scale (Attach Service book page)	-		
6.	Date of joining as Assistant Director of Physical Education and Sports in JNKVV	-		
7.	Date of joining the post of Assistant Director of Physical Education and Sports in Academic Level -11 or its corresponding pre revised scale (Attach Service book page)	-		
8.	Place of working at present	-		
9.	(a) Had you applied for promotion under CAS in VV Notification No. Estt. I/ RC/15th CAS/724-725. Dated, 01/09/2018?	-		
	(b) If yes, date of eligibility in 15 <sup>th</sup> CAS	-		
10.	Leave (No of days year wise)	-	From - To = No of days	
10.1	Study Leave (No. of days during assessment year/ year)(Enclose documentary proof degree)	-		
10.2	Maternity Leave (No. of days during assessment year/year)(Enclose documentary proof degree)	-		
10.3	Child care Leave (No. of days during assessment year/year) (Enclose documentary proof degree)	-		
10.4	Medical Leave (days during assessment year/ year) (Enclose documentary proof)	-		
10.5	Extraordinary Leave (days during assessment year/ year)(Enclose documentary proof)	-		
11.	Deputation period (days during assessment year/ year)(Enclose documentary proof)	-		
<b>MANDATORY FOR UP GRADATION PART-II</b>				
12.	<b>Service Experience:</b> Date of completion of 5 years services as Assistant Director of Physical Education and Sports (Selection Scale / <b>AL-11</b> or its corresponding pre revised scale of Rs 15600-39100/- with AGP Rs.7000/-)	-		
13.	Date on which eligible for placement / promotion for Assistant Director of Physical Education and Sports (Senior Grade / Academic Level 12) (Enclose order copy of AL-11 as documentary proof)	-		

14.	<b>Any one course / programme</b>	-		
	Attended minimum One 10 days' duration Refresher Courses, Research Methodology Workshop of at least two weeks (10 days) in the relevant discipline during assessment period. <b>(Enclose documentary proof)</b>	-		
OR	Attended minimum One 10 days' duration Teaching-Learning-Evaluation Technology Programmes / Faculty Development Programmes of at least two weeks (10 days) in the relevant discipline during assessment period. <b>(Enclose documentary proof)</b>	-	<b>OR</b>	
<b>OR</b>	Attended two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration in the relevant discipline during assessment period.			
OR	Participated least one MOOCs course (with e-certification) in the relevant subject/ discipline during assessment period. <b>(Enclose documentary proof)</b>	-		
OR	Development of at least one MOOCs course (with e-certification) in the relevant subject/ discipline during assessment period. <b>(Enclose documentary proof)</b>	-		
15.	Details of work performance in teaching / research/ extension/ academic work / other assignment etc. <b>(Details be furnished in Categories I, II and III)</b>	-		

**Note: The requirement for Orientation course and Refresher course for promotions due under the CAS shall not be mandatory upto 31st December, 2023**

### **DECLARATION**

I declare that the entries made and foregoing information supplied in this form are true and correct and complete to the best of my knowledge and belief and nothing has been concealed / distorted / exaggerated. If at any time, I am found to have concealed / distorted / exaggerated any material information, my appointment shall be liable to be summarily terminated without notice and / or I shall be subjected to disciplinary action.

**Date:**

**(Signature of the Applicant)**

### **VIGILANCE CLEARANCE CERTIFICATE**

[To be furnished and signed by the Controlling / Forwarding Officer]

Certified that the undersigned has physically and personally verified that service record of the applicant and thereupon certified that:

[i]\* There is no vigilance case or departmental enquiry pending or contemplated against him/her.

OR

The vigilance case or departmental enquiry pending or contemplated against the candidate are listed hereunder.

[ii]\* No major / minor penalties have been imposed on him / her during his / her service at the University.

OR

The major / minor penalties have been imposed on him / her during his / her services at the University are listed hereunder.

Dated:

**Signature of the Dean of the College**

\* *Strike out which is not applicable*

---

### **CERTIFICATE OF CONTROLLING / FORWARDING OFFICER**

Certified that the entries made in this form have been verified from official record and found true and correct. This is also certified that applicant has enclosed all desired documents.

Dated:

**Signature of the Dean of the College**

**Assistant Director of Physical Education and Sports (Sel. Grade/Academic Level 12) to Deputy  
Director of Physical Education and Sports (Academic Level 13A)  
(Pre-revised scale of Rs.15600-39100/- AGP Rs. 8000 to Rs 37400-67000/-AGP Rs. 9000)**

**PERSONAL DATA: PART-I**

1.	Name of applicant	-		
2.	Designation / Academic level	-		
3.	Discipline / Department	-		
4.	Date of Birth	-		
5.	Date of joining the post of Assistant Director of Physical Education and Sports Academic Level -10 or its corresponding pre revised scale (Attach Service book page)	-		Encl No.
6.	Date of joining as Assistant Director of Physical Education and Sports in JNKVV	-		
7.	Date of joining the post of Assistant Director of Physical Education and Sports in Academic Level -11 or its corresponding pre revised scale (Attach Service book page)	-		
8.	Date of joining the post of Assistant Director of Physical Education and Sports in Academic Level -12 or its corresponding pre revised scale (Attach Service book page as documentary proof)	-		
9.	Date and Place of joining at present place	-		
10.	(c) Had you applied for promotion under CAS in VV Notification No. Estt. I/ RC/15th CAS/724-725. Dated,01/09/2018?	-		
	(d) If yes, date of eligibility in 15 <sup>th</sup> CAS	-		
11.	Leave (No of days year wise)	-	From - To = No of Days	
11.1	Study Leave (No. of days during assessment year/ year) (Enclose documentary proof degree)	-		
11.2	Maternity Leave (No. of days during assessment year/year) (Enclose documentary proof degree)	-		
11.3	Child care Leave (No. of days during assessment year/year) (Enclose documentary proof degree)	-		
11.4	Medical Leave (days during assessment year/ year) (Enclose documentary proof)	-		
11.5	Extraordinary Leave (days during assessment year/ year) (Enclose documentary proof)	-		
12	Deputation period (days during assessment year/ year) (Enclose documentary proof)	-		
<b>MANDATORY FOR UP GRADATION PART-II</b>				
13.	<b>Service Experience:</b> Date of completion of 3 years services as Assistant Director of Physical Education and Sports (Selection Scale / <b>AL-12</b> or its corresponding pre revised scale of Rs 15600-39100/-	-		

	with AGP Rs.8000/-)			
14.	Date on which eligible for placement / promotion for <b>Deputy Director of Physical Education and Sports (Academic Level 13A)</b> (Enclose order copy of AL-12 as documentary proof)	-		
15.	<b>Any one course / programme</b>	-		
	Attended minimum One 10 days' duration Refresher Courses, Research Methodology Workshop of at least two weeks (10 days) in the relevant discipline during assessment period. (Enclose documentary proof)	-		
OR	Attended minimum One 10 days' duration Teaching-Learning-Evaluation Technology Programmes / Faculty Development Programmes of at least two weeks (10 days) in the relevant discipline during assessment period. (Enclose documentary proof)	-		
OR	Attended two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration in the relevant discipline during assessment period.			
OR	Participated least one MOOCs course (with e-certification) in the relevant subject/ discipline during assessment period. (Enclose documentary proof)	-		
OR	Development of at least one MOOCs course (with e-certification) in the relevant subject/ discipline during assessment period. (Enclose documentary proof)	-		
16.	Details of work performance in teaching / research/ extension/ farm management/ other assignment (Details be furnished in Categories I, II and III)	-		
<b>Note: The requirement for Orientation course and Refresher course for promotions due under the CAS shall not be mandatory upto 31st December, 2023</b>				

### **DECLARATION**

I declare that the entries made and foregoing information supplied in this form are true and correct and complete to the best of my knowledge and belief and nothing has been concealed / distorted / exaggerated. If at any time, I am found to have concealed / distorted / exaggerated any material information, my appointment shall be liable to be summarily terminated without notice and / or I shall be subjected to disciplinary action.

**Date:**

**(Signature of the Applicant)**



### **VIGILANCE CLEARANCE CERTIFICATE**

[To be furnished and signed by the Controlling / Forwarding Officer]

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[i]\* There is no vigilance case or departmental enquiry pending or contemplated against him/her.

OR

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[ii]\* No major / minor penalties have been imposed on him / her during his / her service at the University.

OR

The major / minor penalties have been imposed on him / her during his / her services at the University are listed hereunder.

Dated:

**Signature of the Dean of the College**

\* *Strike out which is not applicable*

---

### **CERTIFICATE OF CONTROLLING / FORWARDING OFFICER**

Certified that the entries made in this form have been verified from official record and found true and correct. This is also certified that applicant has enclosed all desired documents.

Dated:

**Signature of the Dean of the College**

**Deputy Director Physical Education and Sports (Academic Level 13A) to Deputy Director Physical Education and Sports (Academic Level 14)**  
**(Pre-revised scale of Rs 37400-67000/- (AGP Rs. 9000 to Rs 37400-67000/- AGP Rs. 10000))**

**PERSONAL DATA: PART-I**

1.	Name of applicant	-		Enclose No.
2.	Designation / Academic level	-		
3.	Discipline / Department	-		
4.	Date of Birth	-		
5.	Date of joining the post of Assistant Director Physical Education and Sports Academic Level -10 or its corresponding pre revised scale <b>(Attach Service book page as documentary proof)</b>	-		
6.	Date of joining as Assistant Director Physical Education and Sports in JNKVV	-		
7.	Date of joining the post of Assistant Director Physical Education and Sports in Academic Level -11 or its corresponding pre revised scale <b>(Attach Service book page as documentary proof)</b>	-		
8.	Date of joining the post of Assistant Director Physical Education and Sports in Academic Level -12 or its corresponding pre revised scale <b>(Attach Service book page as documentary proof)</b>	-		
9.	Date of joining the post of Deputy Director Physical Education and Sports in Academic Level -13A or its corresponding pre revised scale <b>(Attach Service book page as documentary proof)</b>	-		
10.	Date and Place of joining at present place	-		
11.	(a) Had you applied for promotion under CAS in VV Notification No. Estt. I/ RC/15th CAS/724-725. Dated,01/09/2018?			
	(b) If yes, date of eligibility in 15 <sup>th</sup> CAS	-		
12.	Leave (No of days year wise)	-	From - To = Days	
12.1	Maternity Leave (No. of days during assessment year) <b>(Enclose documentary proof)</b>	-		
12.2	Child care Leave (No. of days during assessment year/year) <b>(Enclose documentary proof)</b>	-		
12.3	Medical Leave (days during assessment year/ year) <b>(Enclose documentary proof)</b>	-		
12.4	Extraordinary Leave (days during assessment year/ year) <b>(Enclose documentary proof)</b>	-		
13	Deputation period (days during assessment year/ year) <b>(Enclose documentary proof)</b>	-		
<b>MANDATORY FOR UP GRADATION PART-II</b>				
14	A Ph.D. in Physical Education or Physical Education and Sports or Sports Science and Date on which Ph D degree acquired. <b>(Enclose documentary proof)</b>	-		
15	<b>Service Experience:</b> Date of completion of 3 years services as <b>Deputy Director Physical Education and</b>	-		

	<b>Sports (AL-13A or its corresponding pre revised scale of Rs 15600-39100/- with AGP Rs.9000/-)</b>			
16	<b>Any one course / programme</b>			
	Attended minimum One 10 days' duration Refresher Courses, Research Methodology Workshop of at least two weeks (10 days) in the relevant discipline during assessment period. <b>(Enclose documentary proof)</b>	-		
O R	Attended minimum One 10 days' duration Teaching-Learning-Evaluation Technology Programmes / Faculty Development Programmes of at least two weeks (10 days) in the relevant discipline during assessment period. <b>(Enclose documentary proof)</b>	-		
O R	Attended two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration in the relevant discipline during assessment period. <b>(Enclose documentary proof)</b>	-		
O R	Participated least one MOOCs course (with e-certification) in the relevant subject/ discipline during assessment period. <b>(Enclose documentary proof)</b>			
O R	Development of at least one MOOCs course (with e-certification) in the relevant subject/ discipline during assessment period. <b>(Enclose documentary proof)</b>			
17	<b>Organising Competition/ Coaching camp</b>			
	Evidence of organising competitions and coaching camps of at least two weeks' duration.	-		
18	<b>Produced good performance of teams / athletes</b>			
	Evidence of having for competitions like State/ National/ Interuniversity/ combined university, etc.	-		
19	Date on which eligible for placement / promotion for <b>Deputy Director Physical Education and Sports (Academic Level 14)</b> <b>(Enclose order copy of AL-13A as documentary proof)</b>	- -		
20	Details of work performance in teaching / research/ extension/ farm management/ other assignment <b>(Details be furnished in Categories I, II and III)</b>	-		
<b>Note: The requirement for Orientation course and Refresher course for promotions due under the CAS shall not be mandatory upto 31st December, 2023</b>				

### DECLARATION

*I declare that the entries made and foregoing information supplied in this form are true and correct and complete to the best of my knowledge and belief and nothing has been concealed / distorted / exaggerated. If at any time, I am found to have concealed / distorted / exaggerated any material information, my appointment shall be liable to be summarily terminated without notice and / or I shall be subjected to disciplinary action.*

**Date:**

**(Signature of the Applicant)**

### **VIGILANCE CLEARANCE CERTIFICATE**

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OR

The vigilance case or departmental enquiry pending or contemplated against the candidate are listed hereunder.

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OR

The major / minor penalties have been imposed on him / her during his / her services at the University are listed hereunder.

Dated:

**Signature of the Dean of the College**

\* *Strike out which is not applicable*

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### **CERTIFICATE OF CONTROLLING / FORWARDING OFFICER**

Certified that the entries made in this form have been verified from official record and found true and correct. This is also certified that applicant has enclosed all desired documents.

Dated:

**Signature of the Dean of the College**

## Performance indicators for Physical Education & Sports and equivalent

### Category I: Teaching/ Research/ Extension/ Administration and Related activities

**Maximum Score- 100**

S. No.	Activity	Enclose No.
<b>1</b>	<b>Classroom teaching</b>	
1.1	Course assigned [5 x credit hrs. of subject)/number of teachers] for each course	
1.2	<b>Practical Examination Organized</b>	
	As External examiner	
	As Internal examiner	
1.3	<b>Invigilation of final theory examination</b>	
	examination	
	flying squad	
1.4	<b>Evaluation of final examination answer script</b>	
	Diploma/ Bachelor (Number of answer sheet x 0.1)	
<b>2</b>	<b>Management of Physical Education and Sports Programme for students</b>	
2.1	Organize training/coaching camp for minimum 10 participants. 7 - 15 days training/coaching camp < 7 days training/coaching camp	
2.2	Organize training/ coaching camp for indoor and outdoor games outside university 7 - 15 days training/coaching camp < 7 days training/coaching camp	
2.3	Short duration / special training/ coaching camp in the University / College 7- 15 days training/coaching camp < 7 days training/coaching camp	
2.4	Coaching of the university teams for National level tournaments. No of day	
2.5	Specific training/coaching camp for preparation of inter-collegiate tournament. No of day	
<b>3</b>	<b>Extending services, sports facilities and training to the institutions and organisations</b>	
3.1	Holiday training /coaching camp minimum No of day/per activity	
3.2	Yoga/fitness coaching camp No of day within the campus	
3.3	Yoga/fitness coaching camp 5 mark/day outside the campus	
<b>4</b>	<b>Organize or participate in sports and games</b>	
4.1	Organize or participate in Agri-unisports / National Events as organisation as participation	
4.2	Organize university level intercollegiate tournament No organised No participation	
4.3	Organization of intramural/group tournament No of event	

S. No.	Activity	Enclose No.
4.4	Organization of interclass tournament No of tournament	
4.5	Organization and celebration of National days/Memorial/Sports day etc No of event	
5	<b>Organizing coaching camps / sports person development / training program</b>	
5.1	Camp for the development of self-defensive /martial art to the students No of camp	
5.2	Coaching/training camp for swimming (No)	
5.3	Training on body building for college/university students (no of camp and day)	
6.0	<b>Recognition/Award</b>	
6.1	Team /individual games at National level No of Gold medal No of Silver medal No of Bronze medal	
6.3	Team / individual and games at State level / Association / Federation tournaments No of Gold medal No of Silver medal No of Bronze medal	
6.3	Intercollegiate - Team games /individual No of Gold medal No of Silver medal No of Bronze medal	
7.0	<b>Participation</b>	
7.1	Participation as officials in National level event (tournament / games) No of event	
7.2	Participation as officials in State level / Association or Federation games and tournament No of event	
7.3	Participation as official in Intercollegiate event (games/ tournament) No of event	
8	<b>Identifying sports talents and Mentoring sports excellence among students</b>	
8.1	Organization of talent search programme/ activities for outdoor and indoor games within the university No of programme/activity No of programme/activity	
8.2	Mentoring sports excellence programme for up gradation latest knowledge about Physical Education/ sports & games university. No outside of university No within university	
8.3	Deliver Lecture outside the campus No of lecture	
8.6	Officiating /judges /member of organizing/ selection committee etc outside the university No of event for team games No of event for individual games	
8.7	Works as a subject expert coaches / trainer No of event for team games	

S. No.	Activity	Enclose No.
	No of event for individual games	
<b>9</b>	<b>Development and maintenance of indoor and outdoor facility</b>	
9.1	Development of sports & games infrastructure development of outdoor facility development of indoor facility	
9.2	Up-gradation and maintenance of sports & games infrastructure development of outdoor facility development of indoor facility	
<b>10</b>	<b>Resource generation</b>	
10.1	Resource generation through tournaments /camps/training, rent of sports infrastructure, swimming pool etc. Amount in lakh	

## Category II: Co-curricular, Extension and Professional Development Related Activities

**Maximum Score- 50**

S. No.	Activity	Enclose No.
1	Student related co-curricular, extension and field-based activities Sports Programmes (Various level of extramural and intramural programmes) no of team games no of individual game	
2	Contribution to Corporate life and administrative committees and responsibilities. No of activities	
3	Maintenance of sports infrastructure within the university/campus outdoor games indoor games	
4	Preparation of specific training plan for the different sports/games and organization of intramural/group tournament outdoor games (no) indoor games (no)	
5	Organization of adventure sports trekking/ hiking/cycling etc. day/ activity (No)	
6	Professional development activities / membership of associations Federation Association	
7	Organized/participation in events such as Cultural program/ Sports/ Yoga days/ diagnostic visit etc. No of event organized No of event organized as member	
8	Celebration of special fortnights / weeks etc. event organized event as member	
9	Coach / Team leader accompanying students at national events like AGRI UNIFEST, AGRI UNISPORTS etc. No of event	
10	Coach / Team leader accompanying students in Inter collegiate sports and games and Cultural program No of event	
11	Member of Committee of Admission process of UG/PG/Doctorate No of event	
12	Duty performed as Drawing and Disbursing Officer (Max 10 mark) as DDO-I As DDO-II / A Officer	
13	Duty performed as I/c Printing Press / I/c Radio recording unit/ I/c Security, I/c Press meet work, I/c Development grant, Land scape etc. No of complete year	
14	Duty performed as NSS / NCC officer / Sports Officer/Academic In-charge / Class advisor / I/c scholarship/ I/c Examination / Placement cell / etc. No of completed year	
15	Duty performed as I/c Sports / I/c Cultural / student advisor / I/c Coaching	



S. No.	Activity	Enclose No.
	or Tutorial cell / etc. No of completed year	
16	Warden / I/c Farm / I/c Dairy No of completed year	
17	Member of committee like I/c of Anti-ragging Squad / SC / ST Cell / Women Grievance Cell / Disciplinary Committee / Flying squad etc. As Chairman As member	
18	Duty performed at department level as In-charge Academic / I/c Library / I/c Examination / I/c Vehicle / In-charge store I/c Lab etc. (Max.5 marks) No of complete year	
19	Organize University / Inter collegiate / inter classes level sports, games and cultural programmes etc. As chairman As co-chairman As member of committee per event	
20	Supporting activities of VV units, Stock Verification Officer / works committee / purchase committee / auction committee No of completed year	
21	Member in University award selection committee of Farmer / Farm woman / Young professional / ATMA /Best student / Best teacher / Screening committee of Gold Medallists, etc. No of committee	
22	Assignment of international agencies / ICAR/Government of India/ ASRB/ Govt. of M.P. No of assignment	
23	Member of Organizing committee of seminars / conferences / symposia / workshop etc. As chairman As co-chairman As member of committee	

### Category III: Research and Academic contributions

**Maximum Score- 100**

SNo.	Activity	Enclose No.
<b>1</b>	<b>Research Papers in Peer-Reviewed or UGC/ NAAS/ Scopus listed Journals</b>	
1.1	Research Papers /Success Story / Case Study published in Peer-Reviewed or UGC/ NAAS / Scopus listed Journal	
	First author publication	
	Second author publication	
	Third & other authors publication	
1.2	Research Papers /Success Story / Case Study published in non-refereed but recognized and reputed with ISBN/ISSN number	
	First author publication	
	Second author publication	
	Third & other authors publication	
1.3	Full papers in Conference proceedings, etc.* (Abstracts not to be included)	
	First author paper	
	Second and other authors paper	
<b>2</b>	<b>Publications (other than Research papers) Authored Text, Reference Book, Glossary etc.</b>	
2.1	International publishers with ISBN/ISSN numbers >200 pages No of publication	
2.2	International publishers with ISBN/ISSN numbers < 200 pages No of publication	
2.3	National Publishers with ISBN/ISSN numbers>200 pages No of publication	
2.4	National Publishers with ISBN/ISSN numbers< 200 pages No of publication	
2.5	Edited Book by International publishers with ISBN/ISSN numbers >200 pages No of edited book	
2.6	Edited Book by International publishers with ISBN/ISSN numbers < 200 pages 08 Mark/ editor	
2.7	Edited Book by National Publishers with ISBN/ISSN numbers>200 pages No of edited book	
2.8	Edited Book by National Publishers with ISBN/ISSN numbers< 200 pages No of edited book	
2.9	Publication of booklets/manual//question bank etc. less than 100 pages without ISBN	
	As Senior author	
	As Co author	
2.10	Publication of book / manual /question bank etc. more than 100 pages without ISBN	
	As Senior author	
	As Co author	
2.11	Chapter in Edited Book with ISBN/ISSN numbers	
	As Senior author	
	As Co author	

SNo.	Activity	Enclose No.
2.12	Translation works in Indian and Foreign Languages by qualified faculties. No of Chapter or Research paper No of Book	
<b>3</b>	<b>Extension publications</b>	
3.1	Popular articles published magazine or periodical As Senior author As Co author	
3.2	Compilation of University Annual Report/ Research Report / Extension Report / Accreditation Report / University Ranking Report / Regional Committee Meeting Report etc. No of publication to each author	
<b>4</b>	<b>Massive open online course (MOOCs)</b>	
4.1	Development of complete MOOCs in 4 quadrants (4 credit course) (In case of MOOCs of lesser credits) No of credit	
4.2	MOOCs (developed in 4 quadrant) per module/ lecture No of module/lecture	
4.3	Content writer/subject matter expert for each module of MOOCs (at least 1 quadrant) No	
4.4	Course Coordinator for MOOCs (4 credit course) In case of MOOCs of lesser credits No of credit	
<b>5</b>	<b>E-Content</b>	
5.1	Development of e-Content in 4 quadrants for a complete course/e-book No	
5.2	e-Content (developed in 4 quadrants) per module No	
5.3	Contribution to development of e-content module in complete course/paper/e-book (at least 1 quadrant) No	
5.4	Editor of e-content for complete course/ paper /e-book No	
<b>6</b>	<b>(a)Research guidance</b>	
6.1	Ph.D. degree awarded as Chairman (No) as member (No)	
6.2	Ph.D. degree submitted or on going as Chairman (No) as member (No)	
6.3	M. Sc. degree awarded as Chairman (No) as member (No)	
6.4	M.Sc. thesis submitted /ongoing as Chairman (No) as member (No)	
<b>7</b>	<b>Research Projects Completed</b>	

SNo.	Activity	Enclose No.
7.1	Externally funded project sanctioned during the assessment period with grant of Rs.50.1-100.0 lakh.	
	Principal Investigator of project	
	Co-Investigator of project	
7.2	Externally funded project sanctioned during the assessment period with grant of Rs.20.1-50.0 lakh.	
	Principal Investigator of project	
	Co-Investigator of project	
7.3	Externally funded project sanctioned during the assessment period with grant of Rs.10.1-20.0 lakh.	
	Principal Investigator of project	
	Co-Investigator of project	
7.4	Externally funded project sanctioned during the assessment period with grant of Rs.1.0-10.0 lakh.	
	Principal Investigator of project	
	Co-Investigator of project	
<b>8</b>	<b>Research Projects carried out / Ongoing</b>	
8.1	Externally funded project sanctioned during the assessment period with grant of Rs.50.1-100.0 lakh.	
	Principal Investigator of project	
	Co-Investigator of project	
8.2	Externally funded project sanctioned during the assessment period with grant of Rs.20.1-50.0 lakh.	
	Principal Investigator of project	
	Co-Investigator of project	
8.3	Externally funded project sanctioned during the assessment period with grant of Rs.10.1-20.0 lakh	
	Principal Investigator of project	
	Co-Investigator of project	
8.4	Externally funded project sanctioned during the assessment period with grant of Rs.1.0-10.0 lakh	
	Principal Investigator of project	
	Co-Investigator of project	
<b>9</b>	<b>Consultancy Services</b>	
9.1	Amount mobilized with grants > 20.1 Lakhs Rs in lakh	
9.2	Amount mobilized with grants 10.1 to 20.0 Lakhs Rs in lakh	
9.3	Amount mobilized with grants up to 5.0 lakhs Rs in lakh	
9.4	Amount mobilized with grants >5.1 to 10.0 lakhs Rs in lakh	
<b>10</b>	<b>Patents</b>	
10.1	Multi-national No of patent	
10.2	One country No of patent	
<b>11</b>	<b>Policy Document</b>	
11.1	Submitted to an International body/organization like UNO / UNESCO/ World	

SNo.	Activity	Enclose No.
	Bank/ International Monetary Fund etc. No of document	
11.2	Submitted to Central Government No of document	
11.3	Submitted to State Government No of document	
<b>12</b>	<b>Invited lectures / Resource Person</b>	
	International (Abroad)	
	International (within country)	
	National	
	State/University	
<b>13.</b>	<b>Individual Award / Fellowship (Life time)</b>	
13.1	Individual Awards	
	International award	
	National award	
	State award	
	University award	
	Recognized Societies award	
	District level	
	Others awards required fee	
13.2	Fellowship	
	International recognized society	
	National recognized society	
13.3	Award to student as advisor	
	International student	
	National student	
	Society student	
14.		
14.1	Organized	
	Above 21 days	
	As coordinator	
	As co-coordinator	
	10 to 20 days	
	As coordinator	
	As co-coordinator	
	5 to 10 days	
	As coordinator	
	As co-coordinator	
	3 to 5 day	
	As coordinator	
	As co-coordinator	
14.2	Attended	
	15 days	
	5-14 day	
	<5 day	
14.3	Lecture delivered No of lecture	

### **Distribution of Marks for Score under Career Advancement Scheme (CAS)**

**Assistant Professor / Assistant Director of Physical Education and Sport / or equivalent  
(Academic level 10) completed four years of service with Ph.D. Degree as Assistant Professor under  
level 10**

**Stage Academic level 10 to 11  
or Pre- revised AGP Rs.6000/- to AGP Rs.7000/-**

	Category	Assessment Period year	Maximum Score/ year	Maximum aggregate score in the assessment period	Factor	Maximum aggregate score/ factor
I	Teaching/ Research/ Extension/ Administration and Related activities	4	100	400	/10	40
II	Co-curricular, Extension and Professional Development Related Activities	4	50	200	/20	10
III	Research and Academic contributions	4		100	/1.0	40
IV	Annual Performance Assessment Report	4	04	16	/1.6	10
	Total					Max. 100
	<b>Note: Candidate must score in each category and every year during assessment period and shell sum aggregate marks of 60 to promote under CAS A* &amp; A=4 marks, B=3 marks and C=2 marks</b>					
	<b>Expert assessment system</b>			<b>Screening Committee</b>		

**Assistant Professor / Assistant Director of Physical Education and Sport / or equivalent (Academic  
level 10) completed five years of service as Assistant Professor under level 10 without PhD with  
M.Phil. / PG Degree in Professional Courses, such as M.Tech., M.V.Sc., M.Sc. (Ag) etc**

**Stage Academic level 10 to 11  
or Pre- revised AGP Rs.6000/- to AGP Rs.7000/-**

	Category	Assessment Period year	Maximum Score/ year	Maximum aggregate score in the assessment period	Factor	Maximum aggregate score/ factor
I	Teaching/ Research/ Extension/ Administration and Related activities	5	100	500	/12.5	40
II	Co-curricular, Extension and Professional Development Related Activities	5	50	250	/25	10
III	Research and Academic contributions	5		100	/1.25	40
IV	Annual Performance Assessment Report	5	04	20	/2	10
	Total					Max. 100
	<b>Note: Candidate must score in each category and every year during assessment period and shell sum aggregate marks of 60 to promote under CAS A* &amp; A=4 marks, B=3 marks and C=2 marks</b>					
	<b>Expert assessment system</b>			<b>Screening Committee</b>		

**Assistant Professor / Assistant Director of Physical Education and Sport / or equivalent (Academic level 10) completed six years of service as Assistant Professor under level 10 without Ph.D. / M.Phil. /PG Degree in non-Professional Courses**

**Stage Academic level 10 to 11  
or Pre- revised AGP Rs.6000/- to AGP Rs.7000/-**

	Category	Assessment Period year	Maximum Score/ year	Maximum aggregate score in the assessment period	Factor	Maximum aggregate score/ factor
I	Teaching/ Research/ Extension/ Administration and Related activities	6	100	600	/15	40
II	Co-curricular, Extension and Professional Development Related Activities	6	50	300	/30	10
III	Research and Academic contributions	6		100	/1.5	40
IV	Annual Performance Assessment Report	6	04	24	/2.4	10
	Total					Max. 100
<b>Note: Candidate must score in each category and every year during assessment period and shell sum aggregate marks of 60 to promote under CAS A* &amp; A=4 marks, B=3 marks and C=2 marks</b>						
<b>Expert assessment system</b>				<b>Screening Committee</b>		

**Assistant Professor/ Assistant Director of Physical Education and Sport / or equivalent (Senior scale /Academic level 11) to Assistant Professor/ Assistant Director of Physical Education and Sport or equivalent completed five years of service in (Selection Grade /Academic level-12)**

**Stage Academic level 11 to 12  
or Pre- revised AGP Rs.7000/- to AGP Rs.8000/-**

	Category	Assessment Period year	Maximum Score/ year	Maximum aggregate score in the assessment period	Factor	Maximum aggregate score/ factor
I	Teaching/ Research/ Extension/ Administration and Related activities	5	100	500	/12.5	40
II	Co-curricular, Extension and Professional Development Related Activities	5	50	250	/25	10
III	Research and Academic contributions	5		100	/2.5	40
IV	Annual Performance Assessment Report	5	04	20	/2	10
	Total weightage (1+2+3)					Max. 100
<b>Note: Candidate must score in each category and every year during assessment period and shell sum aggregate marks of 62 to promote under CAS A* &amp; A=4 marks, B=3 marks and C=2 marks</b>						
<b>Expert assessment system</b>				<b>Screening Committee</b>		

**Assistant Professor / Assistant Director of Physical Education and Sport /or equivalent (Academic Level -12)to  
Associate Professor/ Deputy Director of Physical Education and Sport (Academic Level -13A)**

**Stage Academic level 12 to 13A  
or Pre- revised AGP Rs.8000/ to AGP Rs.9000/-**

	Category	Assessment Period year	Maximum Score/ year	Maximum aggregate score in the assessment period	Factor	Maximum aggregate score/ factor
I	Teaching/ Research/ Extension/ Administration and Related activities	3	100	300	/8.571	35
II	Co-curricular, Extension and Professional Development Related Activities	3	50	150	/30	5
III	Research and Academic contributions	3	-	100	/2.857	35
IV	Presentation of 10 minutes on the topic related to teaching/ research/ extension		-	5		5
V	Annual Performance Assessment Report	3	04	12	/1.2	10
VI	Interview			10		10
	Total					Max. 100
<b>Note: Candidate must score in each category and every year during assessment period and shell sum aggregate marks of 65 to promote under CAS A* &amp; A=4 marks, B=3 marks and C=2 marks</b>						
<b>Expert assessment system</b>				<b>Selection Committee</b>		

**Associate Professor/ Deputy Director of Physical Education and Sport /or equivalent (Academic Level -13A) to  
Professor/ Deputy Director of Physical Education and Sport (Academic Level -14)**

**Stage Academic level 13A to 14  
or Pre- revised AGP Rs.9000/ to AGP Rs.10000/-**

	Category	Assessment Period year	Maximum Score/ year	Maximum aggregate score in the assessment period	Factor	Maximum aggregate score/ factor
I	Teaching/ Research/ Extension/ Administration and Related activities	3	100	300	/8.571	35
II	Co-curricular, Extension and Professional Development Related Activities	3	50	150	/30	5
III	Research and Academic contributions	3	-	100	/2.857	35
IV	Presentation of 10 minutes on the topic related to teaching/ research/ extension	-	-	5		5
V	Annual Performance Assessment Report	3	04	12	/1.2	10
V	Interview	-	-	10		10
	Total					Max. 100
<b>Note: Candidate must score in each category and every year during assessment period and shell sum aggregate marks of 70 to promote under CAS A* &amp; A=4 marks, B=3 marks and C=2 marks</b>						
<b>Expert assessment system</b>				<b>Selection Committee</b>		