

### 6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

UVK strictly follows the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education-2010" (Regulation No. F.3-1/2009 dated June 30, 2010), together with all amendments made therein from time to time, for its teaching and non-teaching staff.

The performance of each employee is assessed annually after completion of one year of service. The objective is not only to objectively evaluate the performance as per established norms, but also to identify potential aspects for improvement that can eventually lead to further progress and growth of the employee.

The salient features of the performance appraisal system are as follows:

#### Teaching Staff

- a) *The performance of each faculty member is assessed according to the Annual Self-Assessment for the Performance Based Appraisal System (PBAS).*
- b) *Promotions are based on the PBAS proforma for UGC Career Advancement Scheme (CAS) that is based on the API score.*
- c) *The institute undertakes a wide range of activities besides academics, for which faculty members are assigned additional duties and responsibilities, which are mostly voluntary. The Institute accords appropriate weightage for these contributions in their overall assessment.*
- d) *The faculty members are informed well in advance of their due promotion.*
- e) *The PBAS proforma filled by the Faculty Member is checked and verified by the Heads of the Departments, followed by the Dean, Secretary, IQAC and the Director.*
- f) *Faculty members whose promotions are due are recommended based on their API score and are required to appear before the screening-cum-selection committee.*

#### Non-Teaching Staff

All non-teaching staff are also assessed through annual confidential reports and annual performance appraisal.

The various parameters for staff members are assessed under different categories i.e. Character and Habits, Departmental Abilities, Capacity to do hard work, Discipline, Reliability, Relations/Co-operation with superiors, subordinates, colleagues, students and public, Power of Drafting (*where applicable*), efficient organization of documents (*in case of Ministerial Staff*) and technical abilities (*in case of workshop staff*).

The comprehensive Annual Confidential Report comprises of 32 parameters. Each one of them is graded on a seven-point scale, i.e., Excellent, Very Good, Good, Highly Satisfactory,

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कर्मचारी भविष्य निधि संगठन  
Employees' Provident Fund Organization

भविष्य निधि भवन, १४, भीकाजी कामा प्लेस, नई दिल्ली - ११००६६  
Bhavishya Nidhi Bhawan, 14, Bhikaji Cama Place, New Delhi - 110066

Generated On 23/06/2022 11:33:

**Payment Confirmation Receipt**

TRRN No :	1412205002361
Challan Status :	Payment Confirmed
Challan Generated On :	16-MAY-2022 15:23:40
Establishment ID :	BRBHA1715080000
Establishment Name :	U. V. K. COLLEGE
Challan Type :	Monthly Contribution Challan
Total Members :	59
Wage Month :	APR-2022
Total Amount (Rs) :	1,08,825
Account-1 Amount (Rs) :	79,559
Account-2 Amount (Rs) :	2,180
Account-10 Amount (Rs) :	25,081
Account-21 Amount (Rs) :	1,505
Account-22 Amount (Rs) :	500
Payment Confirmation Bank :	Canara Bank
CRN :	015160522645447
Payment Date :	16-MAY-2022
Payment Confirmation Date :	Not Available
Total PMRPY Benefit :	0





**COMBINED CHALLAN OF A/C NO. 01, 02, 10, 21 & 22 (With  
EMPLOYEES' PROVIDENT FUND ORGANISATION)**

TRRN 1412205002361

ECR Id 73237276

LIN : 1198079288

Establishment Code & Name BRBHA1715080000 U. V. K. COLLEGE

Address : KARMA, ALAMNAGAR, MADHEPURA, MADHEPURA, BIHAR

Dues for the wage month of April 2022

Total Subscribers :	EPF 59	EPS 59	EDLI 59
Total Wages :	4,36,000	3,01,000	3,01,000

SL.	PARTICULARS	A/C.01 (Rs.)	A/C.02 (Rs.)	A/C.10 (Rs.)	A/C.21 (Rs.)	A/C.22 (Rs.)	TOTAL
1	Administration Charges	0	2,180	0	0	500	2,680
2	Employer's Share Of	27,239	0	25,081	1,505	0	53,825
3	Employee's Share Of	52,320	0	0	0	0	52,320
Grand Total : One Lakh Eight Thousand Eight Hundred Twenty-Five Rupees Only							1,08,825

(This is a system generated challan on 16-MAY-2022 15:23, the particulars shown in this challan are populated from the Electronic Challan Cum Return (ECR) uploaded by the establishment for the specified month and year.

Note :- The following amounts are being remitted directly by Government of India on account of PMRPY / ABRY.

	PMRPY	ABRY
A) A/C no 1 (Employer share) ( Rs.) -	0	0
B) A/C no 10 (Pension fund) ( Rs.) -	0	0
C) A/C no 1 (Employee share) ( Rs.) -	0	0
D) Total (A + B + C) ( Rs.) -	0	0
E) Total remittance by Employer ( Rs.) -	1,08,825	
F) Total amount of uploaded ECR (D + E) (	1,08,825	

