



Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts and Commerce College
Alandi Devachi, (Dudulgaon), Pune-412105
(Affiliated to Savitribai Phule Pune University, Recognised by Govt. of Maharashtra)



Criterion 6: Governance, Leadership and Management

6.3 - Faculty Empowerment Strategies (33)

6.3.1 - The institution has effective welfare measures and Performance Appraisal System for teaching and non-teaching staff

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**Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts and Commerce College
Alandi Devachi, (Dudulgaon), Pune-412105
(Affiliated to Savitribai Phule Pune University, Recognised by Govt. of Maharashtra)**



STAFF WELFARE POLICY

| | |
|-----------------------|-------------------------|
| Section | Administration |
| Prepared By | Dr. Chhaya Kishor Joshi |
| Approved By | Dr. Pandurang Misal |
| Policy Amendment Date | June 2017 |
| Version | 1.0 |
| Next Review | Annually |

Introduction to Policy:

This policy draws guidelines in regards to staff welfare support provided by management.

Objectives :

- To provide staff welfare facilities as per set norms of Shri Gajanan Maharaj Shikshan Prasarak Mandal.
- To provide a healthy environment to the teaching and non-teaching staff of the institute.

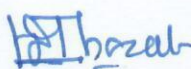
The Policy

A staff welfare committee shall be constituted under the Chairmanship of Principal along with teaching and non-teaching representatives.

The Committee meeting shall be conducted once in a year.

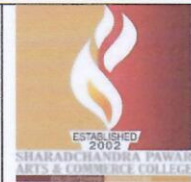
The policy includes following guiding principles




PRINCIPAL
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Dudulgaon (Alandi), Pune



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Arrangements for well-being and stress prevention through good management practices

- All faculties should treat their colleagues with dignity and promote a culture of mutual respect in the teams they manage.
- There shall be a performance appraisal system, promotion and reward system.
- All employees should take responsibility for working effectively in their assigned roles, thus helping to avoid stress to their colleagues.


Leave Privileges:

- Various leave such as Casual, Duty leave is given to teaching and non-teaching staff of the college. On duty leave is granted for attending workshops, seminars, practical, research work, training programs, examination work, paper setting, Central Assessment Program etc.

Welfare Practices:

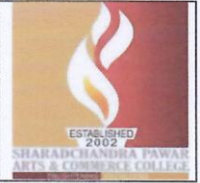
- **Employee Provident Fund:** PF facility is provided to Teaching and Non-teaching staff.
- **Uniform:** Uniforms is provided to Non-teaching staff
- **Health Check-up Facility:** The College organizes health check-up camp for all employees on annual basis.
- **Safety and security at campus:** Security is provided in the campus. Institute is under CCTV surveillance for monitoring safety and security of all staff and students in the premises
- **Pantry for staff:** Pantry is available in the institute to serve tea and coffee to all the staff members.
- **Vacation:** Summer and winter vacations are provided to all the faculties.
- **Birthdays and Appreciation of special achievements:** Special achievements of teaching and non-teaching staff are celebrated including birthdays.
- **Staff Welfare Programs:** Staff welfare programs such as Yoga session, Health check-up, vaccination, Session on work life balance, improving higher education qualities and outdoor activities like sports and picnic etc. are arranged for all the staff of the institute




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**P.F. FACILITY PROVIDED
TO THE STAFF**



4


PRINCIPAL
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Dudulgaon (Alandi), Pune



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

TRRN 3152302012907

ECR Id 84541866

LIN : 1918065398

Establishment Code & Name PUPUN2619675000 SHARADCHANDRA PAWAR ARTS AND COMMERCE
Address : GAT NO 76 DUDULGAON , ALANDI DIST PUNE , PUNE, PUNE, MAHARASHTRA

Dues for the wage month of January 2023

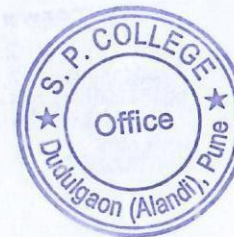
| | | | |
|---------------------|-----------|-----------|------------|
| Total Subscribers : | EPF 29 | EPS 29 | EDLI 29 |
| Total Wages : | 3,05,060 | 3,05,060 | 3,05,060 |

| 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 | 1,525 | 0 | 0 | 0 | 1,525 |
| 2 | Employer's Share Of | 3,192 | 0 | 7,248 | 1,534 | 0 | 11,974 |
| 3 | Employee's Share Of | 10,440 | 0 | 0 | 0 | 0 | 10,440 |
| Grand Total : Twenty-Three Thousand Nine Hundred Thirty-Nine Rupees Only | | | | | | | 23,939 |

(This is a system generated challan on 09-FEB-2023 10:15, 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 | 8,002 |
| B) A/C no 10 (Pension fund) (Rs.) - | 0 | 18,165 |
| C) A/C no 1 (Employee share) (Rs.) - | 0 | 26,167 |
| D) Total (A + B + C) (Rs.) - | 0 | 52,334 |
| E) Total remittance by Employer (Rs.) - | 23,939 | |
| F) Total amount of uploaded ECR (D + E) (| 76,273 | |



H. Thozat
PRINCIPAL
Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune



**EMPLOYEE'S PROVIDENT FUND
ELECTRONIC CHALLAN CUM RETURN (ECR)**

| | | | |
|--|---|---------------------------------|--------------------|
| Name of Establishment | SHARADCHANDRA PAWAR ARTS AND COMMERCE COLLEGE | | |
| Establishment Id | PUPUN2619675000 | LIN | 1918065398 |
| Wage Month | JAN-2023 | Return Month | FEB-2023 |
| Contribution Rate (%) | 12 | ECR Type | ECR |
| Salary Disbursement Date | 07-FEB-2023 | Uploaded Date Time | 09-FEB-2023 10:15 |
| Exemption Status | Unexempted | TRRN Number | |
| Remarks | ecr | ECR Id | 84541866 |
| Total Members | 29 | | |
| Contribution and Remittance Details (In Rupees) : | | | |
| Total EPF Contribution Remitted | 36,607 | Total EPS Contribution Remitted | 25,413 |
| Total EPF-EPS Contribution Remitted | 11,194 | Total Refund Advance | 0 |
| PMRPY Upfront Benefit Details (In Rupees) : | | | |
| Total PMRPY Upfront EPF Amount | 0 | Total PMRPY Upfront EPS Amount | 0 |
| PMRPY benefit remarks | NA | | |
| ABRY Upfront Benefit Details (In Rupees) : | | | |
| Total ABRY benefit Amount | Employee EPF Share | Employer EPS Share | Employer EPF Share |
| | 26,167 | 18,165 | 8,002 |
| ABRY benefit remarks | Upfront benefit of EE and ER contribution rewarded. | | |

PUPUN2619675000 / JAN-2023 / 09-FEB-2023 10:15



H. B. Borzal
PRINCIPAL
Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune

Member Details :-

| Sl. No. | UAN | Name as per | | Wages | | | | Contribution Remitted | | | | Refunds | PMRPY / ABRY Benefit | | | Posting Location of the member |
|---------|--------------|-----------------------------|-------------------------------|--------|--------|--------|--------|-----------------------|-------|-----|----------|---------|----------------------|-------------|----------|--------------------------------|
| | | ECR | UAN Repository | Gross | EPF | EPS | EDLI | EE | EPS | ER | NCP Days | | Pension Share | ER PF Share | EE Share | |
| 1 | 101798755791 | Chhaya Vishal Gaikwad | CHHAYA VISHAL GAIKWAD | 19,500 | 14,900 | 14,900 | 14,900 | 1,788 | 1,241 | 547 | 0 | 0 | ABRY | ABRY | ABRY | N.A. |
| 2 | 101364903046 | Barl Dileep Shriram | DILEEP SHRIRAM BARI | 21,000 | 14,900 | 14,900 | 14,900 | 1,788 | 1,241 | 547 | 0 | 0 | - | - | - | N.A. |
| 3 | 101640080331 | Sonawane Dipali Mangesh | DIPALI MANGESH SONAWANE | 12,000 | 6,600 | 6,600 | 6,600 | 792 | 550 | 242 | 0 | 0 | - | - | - | N.A. |
| 4 | 101364903051 | Astarkar Kailash Ashok | KAILAS ASHOK ASTARKAR | 20,500 | 8,700 | 8,700 | 8,700 | 1,044 | 725 | 319 | 0 | 0 | - | - | - | N.A. |
| 5 | 101798757487 | Kasab Manik Jijabhau | MANIK JIJABHAU KASAB | 20,000 | 14,900 | 14,900 | 14,900 | 1,788 | 1,241 | 547 | 0 | 0 | ABRY | ABRY | ABRY | N.A. |
| 6 | 101799042993 | Rupnawar Nana Bajrang | NANA BAJARANG RUPNAWAR | 18,000 | 7,800 | 7,800 | 7,800 | 936 | 650 | 286 | 0 | 0 | ABRY | ABRY | ABRY | N.A. |
| 7 | 101799042986 | Misal Pandurang Uttamrao | PANDURANG UTTAMRAO MISAL | 28,000 | 14,900 | 14,900 | 14,900 | 1,788 | 1,241 | 547 | 0 | 0 | ABRY | ABRY | ABRY | N.A. |
| 8 | 101798757425 | Batashe Parmeshwar Kisanrao | PARMESHWAR KISHANRAO BHATASHE | 15,500 | 6,300 | 6,300 | 6,300 | 756 | 525 | 231 | 0 | 0 | ABRY | ABRY | ABRY | N.A. |
| 9 | 101323584589 | Dolas Pravin Dnyandev | PRAVIN DNYANDEV DOLAS | 13,500 | 7,200 | 7,200 | 7,200 | 864 | 600 | 264 | 0 | 0 | - | - | - | N.A. |
| 10 | 101798755789 | Bhave Pravin Laxman | PRAVIN LAXMAN BHAVE | 29,000 | 14,900 | 14,900 | 14,900 | 1,788 | 1,241 | 547 | 0 | 0 | ABRY | ABRY | ABRY | N.A. |
| 11 | 101798757439 | Patil Prerana Swapnil | PRERANA SWAPNIL PATIL | 19,000 | 6,060 | 6,060 | 6,060 | 727 | 505 | 222 | 0 | 0 | ABRY | ABRY | ABRY | N.A. |
| 12 | 101587335800 | Shiraskar Raju Pralhad | RAJU PRALHAD SHIRASKAR | 17,000 | 8,100 | 8,100 | 8,100 | 972 | 675 | 297 | 0 | 0 | ABRY | ABRY | ABRY | N.A. |
| 13 | 101798757473 | Kadam Ranjeet Satish | RANJIT SATISH KADAM | 22,500 | 14,900 | 14,900 | 14,900 | 1,788 | 1,241 | 547 | 0 | 0 | ABRY | ABRY | ABRY | N.A. |
| 14 | 101798757418 | Kamble Sanjiv Shivaji | SANJIV SHIVAJI KAMBLE | 22,000 | 14,900 | 14,900 | 14,900 | 1,788 | 1,241 | 547 | 0 | 0 | ABRY | ABRY | ABRY | N.A. |
| 15 | 101798757494 | Manke Savita Dipak | SAVITA DIPAK MANKE | 12,000 | 5,700 | 5,700 | 5,700 | 684 | 475 | 209 | 0 | 0 | ABRY | ABRY | ABRY | N.A. |
| 16 | 101798757500 | Yevate Shahuraj Dattatray | SHAHURAJ DATTATRAY YEVATE | 30,000 | 14,900 | 14,900 | 14,900 | 1,788 | 1,241 | 547 | 0 | 0 | ABRY | ABRY | ABRY | N.A. |
| 17 | 101798757516 | Walunj Shaila Ramdas | SHAILA RAMDAS WALUNJ | 18,500 | 7,620 | 7,620 | 7,620 | 914 | 635 | 279 | 0 | 0 | ABRY | ABRY | ABRY | N.A. |

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Shri Borak
PRINCIPAL
Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune

| SI. No. | UAN | Name as per | | Wages | | | | Contribution Remitted | | | | Refunds | PMRPY / ABRY Benefit | | | Posting Location of the member |
|---------|--------------|-----------------------------|-----------------------------|--------|--------|--------|--------|-----------------------|-------|-----|----------|---------|----------------------|-------------|----------|--------------------------------|
| | | ECR | UAN Repository | Gross | EPF | EPS | EDLI | EE | EPS | ER | NCP Days | | Penslon Share | ER PF Share | EE Share | |
| 18 | 101852427337 | Kamble Shrikant Gulab | SHRIKANT GULAB KAMBALE | 12,000 | 6,000 | 6,000 | 6,000 | 720 | 500 | 220 | 0 | 0 | - | - | - | N.A. |
| 19 | 101798755762 | Abhang Sonali Vipul | SONALI VIPUL ABHANG | 14,000 | 6,000 | 6,000 | 6,000 | 720 | 500 | 220 | 0 | 0 | ABRY | ABRY | ABRY | N.A. |
| 20 | 101156086248 | Badave Vaibhav Vasant | VAIBHAV VASANT BADAVE | 13,000 | 6,600 | 6,600 | 6,600 | 792 | 550 | 242 | 0 | 0 | - | - | - | N.A. |
| 21 | 101798757460 | Tajane Varsha Jalindhar | VARSHA JALINDAR TAJANE | 14,000 | 7,500 | 7,500 | 7,500 | 900 | 625 | 275 | 0 | 0 | ABRY | ABRY | ABRY | N.A. |
| 22 | 101798755801 | Shah Vidayadhar Kishor | VIDYADHAR KISHOR SHAHA | 20,000 | 14,900 | 14,900 | 14,900 | 1,788 | 1,241 | 547 | 0 | 0 | ABRY | ABRY | ABRY | N.A. |
| 23 | 101571703916 | Dighe Vikas Dagadu | VIKAS DAGADU DIGHE | 24,000 | 14,900 | 14,900 | 14,900 | 1,788 | 1,241 | 547 | 0 | 0 | - | - | - | N.A. |
| 24 | 101798755758 | Mogal Vinod Trimbak | VINOD TRYAMBAK MOGAL | 14,000 | 7,500 | 7,500 | 7,500 | 900 | 625 | 275 | 0 | 0 | ABRY | ABRY | ABRY | N.A. |
| 25 | 101799043000 | Rupnawar Viraj Vasant | VIRAJ VASANTRAO RUPANAWAR | 36,000 | 14,900 | 14,900 | 14,900 | 1,788 | 1,241 | 547 | 0 | 0 | ABRY | ABRY | ABRY | N.A. |
| 26 | 101799117845 | Vavahare Vishvanath Jivraj | VISHVANATH JIVRAJ VYAVAHARE | 17,500 | 14,900 | 14,900 | 14,900 | 1,788 | 1,241 | 547 | 0 | 0 | ABRY | ABRY | ABRY | N.A. |
| 27 | 101118808121 | Shilimkar Vishwajit Vinayak | VISHWAJIT VINAYAK SHILIMKAR | 36,000 | 14,900 | 14,900 | 14,900 | 1,788 | 1,241 | 547 | 0 | 0 | - | - | - | N.A. |
| 28 | 101852427344 | Sonali Pravin Walse | WALSE SONALI PRAVIN | 14,000 | 7,200 | 7,200 | 7,200 | 864 | 600 | 264 | 0 | 0 | - | - | - | N.A. |
| 29 | 101798755770 | Anerao Yashoda Gopal | YASHODA GOPAL ANERAO | 15,000 | 6,480 | 6,480 | 6,480 | 778 | 540 | 238 | 0 | 0 | ABRY | ABRY | ABRY | N.A. |



H. P. Pawar
PRINCIPAL
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DUTY LEAVE FACILITY

Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts & Commerce College
Dudulgaon, Pune Pin - 412105.

Date :- 22/09/2022

To,
The Principal,
Sharadchandra Pawar Arts & Commerce College
Dudulgaon, Pune Pin - 412105.

Subject:- Application for Duty Leave

Sir,

I, Dhiren Vikas Jagande designation
Director of Physical Education

hereby request you to grant me duty leave on date and reason mentioned below.

| Sr. No. | Date & Duration | Nature of work | Place of work | Contact Tel. No. |
|---------|--|--|--|------------------|
| | 22/09/2022 to 22/09/2022 one day | Pune Dist Sport's zone, meeting | Kolamb Kolamb College, Wadhwan- nagar | 9820951022 |

Yours Faithfully

Duty leave sanctioned/ Not sanctioned

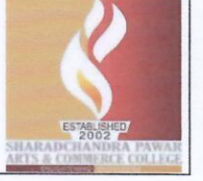
H. H. Hozat
Principal
Sharadchandra Pawar Arts & Commerce College
Dudulgaon, Pune Pin - 412105.



H. H. Hozat
PRINCIPAL
Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune



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द्वारा: इंदापूर तासुका ग्रामविकास प्रतिष्ठानचे
विश्वासराव रणसिंग महाविद्यालय
कळंब-वालचंदनगर, ता. इंदापूर जि. पुणे ४१३११४

Website: www.pdzsc.in / Email: pdzscpune@gmail.com

डॉ. सुहास भैरट
सचिव
(Mob. 9822708279)

प्राचार्य डॉ. अंकुश आहरे
अध्यक्ष
(Mob. 9421243431)

Ref.No.:PDZSC-VRCK/07 /2022-23

Date: 17/09/2022

प्रति,

मा. प्राचार्य / शारीरिक शिक्षण संचालक
संलग्न महाविद्यालय,
पुणे जिल्हा विभागीय क्रीडा समिती २०२२-२३.

विषय: पुणे जिल्हा विभागीय क्रीडा समिती प्रथम सभेचे निमंत्रण...

महोदय,

पुणे जिल्हा विभागीय क्रीडा समितीची २०२२-२३ मधील पहिली सभा शुक्रवार, दिनांक २३/०९/२०२२ रोजी सकाळी ११.३० वा. विश्वासराव रणसिंग महाविद्यालय, कळंब-वालचंदनगर, ता. इंदापूर जि. पुणे येथे आयोजित करण्यात आलेली आहे. या सभेस कार्यक्रम पत्रिकेनुसार चर्चा करून निर्णय घेण्यात येतील. या सभेस आपण उपस्थित राहून सहकार्य करावे ही विनंती.

सभेपुढील विषय:

विषय क्र. १ : मागील सभेचे इतिवृत्त वाचून मंजुरी घेणे.

विषय क्र. २ : मागील इतिवृत्ताच्या कार्यवाहीची नोंद घेणे.

विषय क्र. ३ : शैक्षणिक वर्ष २०२१-२२ मधील घर्नाचा आढावा घेणे.

विषय क्र. ४ : शैक्षणिक वर्ष २०२२-२३ च्या अंदाजपत्रकाम मान्यता देणे.

विषय क्र. ५ : शैक्षणिक वर्ष २०२२-२३ मधील आंतर महाविद्यालयीन स्पर्धेचा कार्यक्रम निश्चित करणे.

विषय क्र. ६ : शैक्षणिक वर्ष २०२२-२३ मधील आंतर महाविद्यालयीन स्पर्धेच्या क्रीडा प्रकारानुसार निवड समित्या नियुक्त करणे.

विषय क्र. ७ : शैक्षणिक वर्ष २०२२-२३ करिता विभागीय सह-सचिवांची नियुक्ती करणे.

विषय क्र. ८ : मा. अध्यक्ष यांच्या परवानगीने ऐनवेळच्या विषयावर चर्चा करून निर्णय घेणे.

(टिप : ऐनवेळचे विषय मा. अध्यक्ष यांचेकडे सभा सुरु होण्यापूर्वी लेखी स्वरूपात पाठवावे.)

धन्यवाद, सहकार्याची अपेक्षा.

कळावे,

डॉ. सुहास भैरट
सचिव
पुणे जिल्हा विभागीय क्रीडा समिती

प्राचार्य डॉ. अंकुश आहरे
अध्यक्ष
पुणे जिल्हा विभागीय क्रीडा समिती

❖ प्रत माहितीस्तव: डॉ. दीपक माने, संचालक क्रीडा व शारीरिक शिक्षण मंडळ, मावित्रीवाड फुले पुणे विद्यापीठ



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Sharadchandra Pawar Arts & Commerce College,
Dudulgaon, Alandi(D), Tal-Haveli, Dist-Pune, 412105

Name of Staff: Prof Kamble S.S. Dept./Designation: Exam dept
 Nature of Leave: D.L. From: 24/08/2022 to 30/08/2022
 Reason for Leave: Mr.S.S. orientation course No. of days: 07
 Address on Leave: Ahmednagar college
 Contact No. 9822874802

Teaching load Adjustment

| Sr. No. | Date | Day | Time | Class/Div | Subject | Name of Alternate Staff | Signature |
|---------|------------|----------|----------------|-----------|-----------|-------------------------|-----------|
| 1) | 25/08/2022 | Thursday | 7:30 to 9:00 | 14 Bcom | marketing | Prof. Misal P.V. | |
| 2 | 27/08/2022 | Saturday | 10:15 to 11:45 | 14 Bcom | marketing | Prof. Ashkar K.A. | |
| 3 | 29/08/2022 | Monday | 9:10 to 10:40 | 14 Bcom | marketing | Prof. Misal P.V. | |
| 4 | 31/08/2022 | Thursday | 9:20 to 10:50 | 14 Bcom | marketing | Prof. Misal P.V. | |
| | | | | | | | |

Date: 23/08/2022

Signature of Applicant:

Sanctioned/Not sanctioned 07 Days D.L. leave.

Date: 23/08/2022
Incharge

Signature of Academic

Sanctioned/Not sanctioned 07 Days D.L. leave.

Date: 23/08/2022

Signature of Principal

Application's Receipt

Mr./Ms. Prof Kamble Sanjiv Shivaji

Your application dated 23/08/22 For D.L. Leave from 24/08/2022 to 30/08/2022 has been sanctioned/not sanctioned. The balance leave to your account will be days.

Date: 23/08/2022

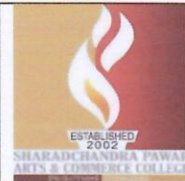
Signature of clerk.



PRINCIPAL
Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune



**Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts and Commerce College
Alandi Devachi, (Dudulgaon), Pune-412105**
(Affiliated to Savitribai Phule Pune University, Recognised by Govt. of Maharashtra)



Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts & Commerce College
Dudulgaon, Pune Pin - 412105.

Date :- 22/08/2022

To,
The Principal,
Sharadchandra Pawar Arts & Commerce College
Dudulgaon, Pune Pin - 412105.



Subject:- Application for Duty Leave

Sir,

I, Prof. Saniv Shivaji Kambledesignation
Assistant Professor

hereby request you to grant me duty leave on date and reason mentioned below.

| Sr. No. | Date & Duration | Nature of work | Place of work | Contact Tel. No. |
|---------|--|--|-------------------------------------|------------------|
| ① | 24 August 2022 to 30 August 2022 | N.S.S. orientation course at N.S.S.-T.I Training | Armedhager college Armedhager | 9822874802 |

Yours Faithfully

Duty leave sanctioned/ Not sanctioned

H. Thozal
Principal
Sharadchandra Pawar Arts & Commerce College
Dudulgaon, Pune Pin - 412105.
PRINCIPAL
Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune

22/08/2022



H. Thozal
PRINCIPAL

Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune



Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts and Commerce College
Alandi Devachi, (Dudulgaon), Pune-412105
(Affiliated to Savitribai Phule Pune University, Recognised by Govt. of Maharashtra)



Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts & Commerce College
Dudulgaon, Pune Pin - 412105.

Date :- 22-08-22

To,
The Principal,
Sharadchandra Pawar Arts & Commerce College
Dudulgaon, Pune Pin - 412105.



Subject:- Application for Duty Leave

Sir,

I, Prof. Anant Vitthal Shegokar.....designation
Assistant Professor.....

hereby request you to grant me duty leave on date and reason mentioned below.

| Sr. No. | Date & Duration | Nature of work | Place of work | Contact Tel. No. |
|---------|-------------------------------------|--|-------------------------------------|------------------|
| ① | 24 Aug 2022 to 30 August 2022 | N.S.S Orientation course at N.S.S - ETI Training | Ahmednagar College Ahmednagar | 71020724963 |

AMM
Yours Faithfully

Duty leave sanctioned/ Not sanctioned

H. H. H. H.
Principal

Sharadchandra Pawar Arts & Commerce College
Dudulgaon, Pune Pin - 412105.

PRINCIPAL
Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune

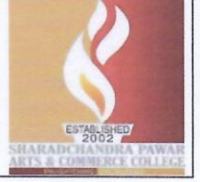


H. H. H. H.
PRINCIPAL

Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune



Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts and Commerce College
Alandi Devachi, (Dudulgaon), Pune-412105
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Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts & Commerce College
Dudulgaon, Pune Pin - 412105.

Date :- 22/08/2022

To,
The Principal,
Sharadchandra Pawar Arts & Commerce College
Dudulgaon, Pune Pin - 412105.



Subject:- Application for Duty Leave

Sir,

I, Prof. Saniv Shivaji Kamble designation
Assistant Professor

hereby request you to grant me duty leave on date and reason mentioned below.

| Sr. No. | Date & Duration | Nature of work | Place of work | Contact Tel. No. |
|---------|--|--|-------------------------------------|------------------|
| ① | 24 August 2022 to 30 August 2022 | N.S.S. Orientation Course at N.S.S.-I.T.I Training | Ahmednagar College Ahmednagar | 972274802 |

Yours Faithfully

Duty leave sanctioned/ Not sanctioned

H. H. Hozar
Principal
Sharadchandra Pawar Arts & Commerce College
Dudulgaon, Pune Pin - 412105.
PRINCIPAL
Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune

22/08/2022



H. H. Hozar
PRINCIPAL

Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune



Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts and Commerce College
Alandi Devachi, (Dudulgaon), Pune-412105
(Affiliated to Savitribai Phule Pune University, Recognised by Govt. of Maharashtra)



Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts & Commerce College
Dudulgaon, Pune Pin - 412105.

Date :- 17/01/2023

To,
The Principal,
Sharadchandra Pawar Arts & Commerce College
Dudulgaon, Pune Pin - 412105.

Subject:- Application for Duty Leave

Sir,

I, Prof. Tamhane D.C. designation
Asst. Prof.

hereby request you to grant me duty leave on date and reason mentioned below.

| Sr. No. | Date & Duration | Nature of work | Place of work | Contact Tel. No. |
|---------|-----------------|----------------|------------------------------------|------------------|
| 1 | 18/01/2023 | Paradical Exam | Praitam Prakash college Bhosari | 9970923229 |

Tamhane
Yours Faithfully

Duty leave sanctioned/ Not sanctioned-

H. Thozar
Principal
Sharadchandra Pawar Arts & Commerce College
Dudulgaon, Pune Pin - 412105.



H. Thozar
PRINCIPAL
Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune



Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts and Commerce College
Alandi Devachi, (Dudulgaon), Pune-412105
(Affiliated to Savitribai Phule Pune University, Recognised by Govt. of Maharashtra)



Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts & Commerce College
Dudulgaon, Pune Pin - 412105.

Date :- 17/1/2023

To,
The Principal,
Sharadchandra Pawar Arts & Commerce College
Dudulgaon, Pune Pin - 412105.

Subject:- Application for Duty Leave

Sir,

I, Bari Dileep Shridamdesignation
Asst Professor

hereby request you to grant me duty leave on date and reason mentioned below.

| Sr. No. | Date & Duration | Nature of work | Place of work | Contact Tel. No. |
|---------|-----------------|----------------|---|------------------|
| 17 | 18/1/2023 | practical | Practum Parkur College Indrayaninagar | 9579733553 |

Yours Faithfully

Duty leave sanctioned/ Not sanctioned-

H. Thorat

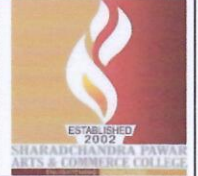
Principal
Sharadchandra Pawar Arts & Commerce College
Dudulgaon, Pune Pin - 412105.



H. Thorat
PRINCIPAL
Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune



Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts and Commerce College
Alandi Devachi, (Dudulgaon), Pune-412105
(Affiliated to Savitribai Phule Pune University, Recognised by Govt. of Maharashtra)



CANTEEN FACILITY



Handwritten signature

PRINCIPAL

Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune



Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts and Commerce College
Alandi Devachi, (Dudulgaon), Pune-412105
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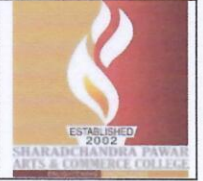
PANTRY FACILITY



HATBORAR
PRINCIPAL
Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune



**Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts and Commerce College**
Alandi Devachi, (Dudulgaon), Pune-412105
(Affiliated to Savitribai Phule Pune University, Recognised by Govt. of Maharashtra)



STAFF APPRECIATION



Aacharya Shri Award given to Dr. Pandurang Misal by Shri Gajanan Maharaj Shikshan Prasarak Mandal 2021-22.





**Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts and Commerce College
Alandi Devachi, (Dudulgaon), Pune-412105
(Affiliated to Savitribai Phule Pune University, Recognised by Govt. of Maharashtra)**



Appreciation of Dr. Pandurang Misal from Sharadchandra Pawar Arts and Commerce College for Best College Award (NSS Unit) from Government of Maharashtra.



Appreciation of Dr. Vishal Gaikwad from Sharadchandra Pawar Arts and Commerce College for Best Program Officer Award (NSS Unit) from Government of Maharashtra.





Shri Gajanan Maharaj Shikshan Prasarak Mandal's
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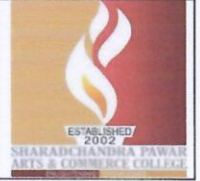
STAFF BIRTHDAYS CELEBRATION



H. H. Thorak
PRINCIPAL
Sharadchandra Pavar Arts & Commerce College
Dudulgaon (Alandi), Pune



**Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts and Commerce College**
Alandi Devachi, (Dudulgaon), Pune-412105
(Affiliated to Savitribai Phule Pune University, Recognised by Govt. of Maharashtra)



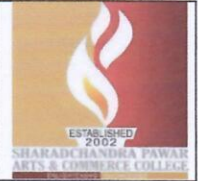
STAFF BIRTHDAYS CELEBRATION



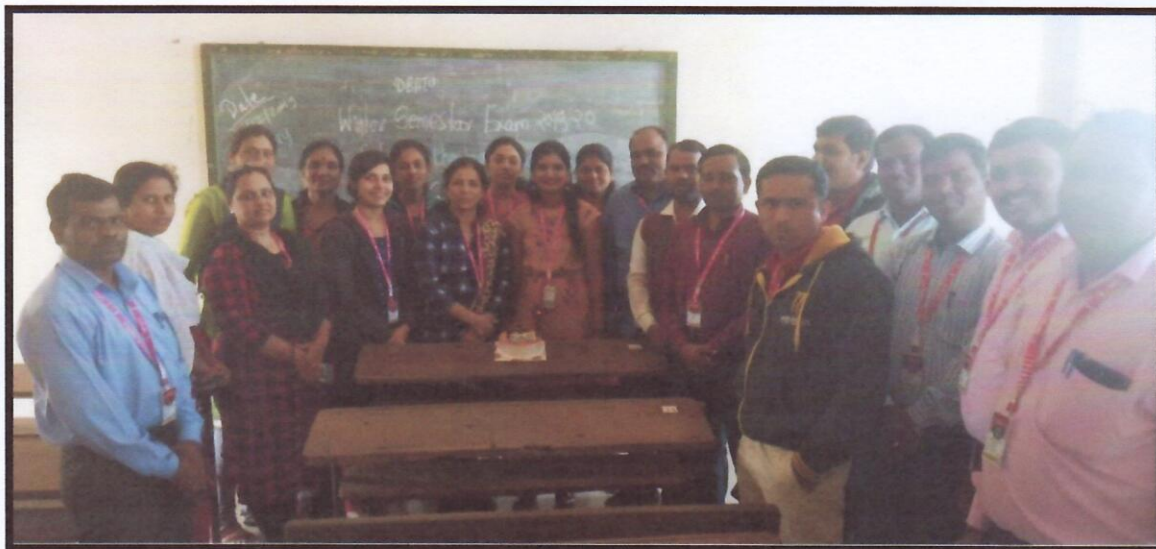
H. S. Borad
PRINCIPAL
Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune



Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Paware Arts and Commerce College
Alandi Devachi, (Dudulgaon), Pune-412105
(Affiliated to Savitribai Phule Pune University, Recognised by Govt. of Maharashtra)

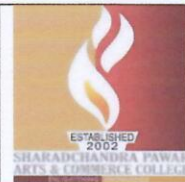


STAFF BIRTHDAYS CELEBRATION





**Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts and Commerce College**
Alandi Devachi, (Dudulgaon), Pune-412105
(Affiliated to Savitribai Phule Pune University, Recognised by Govt. of Maharashtra)



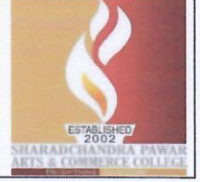
STAFF BIRTHDAYS CELEBRATION



Prinicipal
PRINCIPAL
Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune



Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts and Commerce College
Alandi Devachi, (Dudulgaon), Pune-412105
(Affiliated to Savitribai Phule Pune University, Recognised by Govt. of Maharashtra)



STAFF BIRTHDAYS CELEBRATION



25

H. Thozar
PRINCIPAL
Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune



Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pwar Arts and Commerce College
Alandi Devachi, (Dudulgaon), Pune-412105
(Affiliated to Savitribai Phule Pune University, Recognised by Govt. of Maharashtra)



STAFF PICNIC (2021-22)

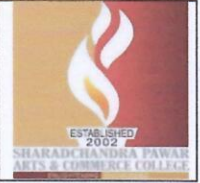
Outdoor activities boost moral for the staff and helps in team building. It also helps in relieving stress and helps in increasing productivity of work.



Principal
PRINCIPAL
Sharadchandra Pwar Arts & Commerce College
Dudulgaon (Alandi), Pune

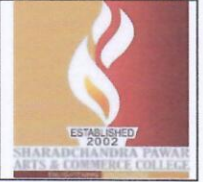


**Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts and Commerce College**
Alandi Devachi, (Dudulgaon), Pune-412105
(Affiliated to Savitribai Phule Pune University, Recognised by Govt. of Maharashtra)





Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts and Commerce College
Alandi Devachi, (Dudulgaon), Pune-412105
(Affiliated to Savitribai Phule Pune University, Recognised by Govt. of Maharashtra)



YOGA SESSIONS FOR STAFF

Yoga is a way of living that aims towards a healthy mind in a healthy body. It helps in reducing the stress level. Yoga session was organized for the faculty members.



Principal
PRINCIPAL

Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune



Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts and Commerce College
Alandi Devachi, (Dudulgaon), Pune-412105
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Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts and Commerce College
Alandi Devachi, (Dudulgaon), Pune-412105
(Affiliated to Savitribai Phule Pune University, Recognised by Govt. of Maharashtra)



STAFF HEALTH CHECK-UP AND VACCINATION



श्री गजानन महाराज शिक्षण प्रसारक मंडळ
शरदचंद्र पवार कला व वाणिज्य महाविद्यालय
पिंपरी चिंचवड महानगरपालिका (भोसरी रुग्णालय) यांच्या संयुक्त विद्यमाने
विद्यार्थी विकास मंडळ आयोजित



मिशन युवा स्वास्थ्य

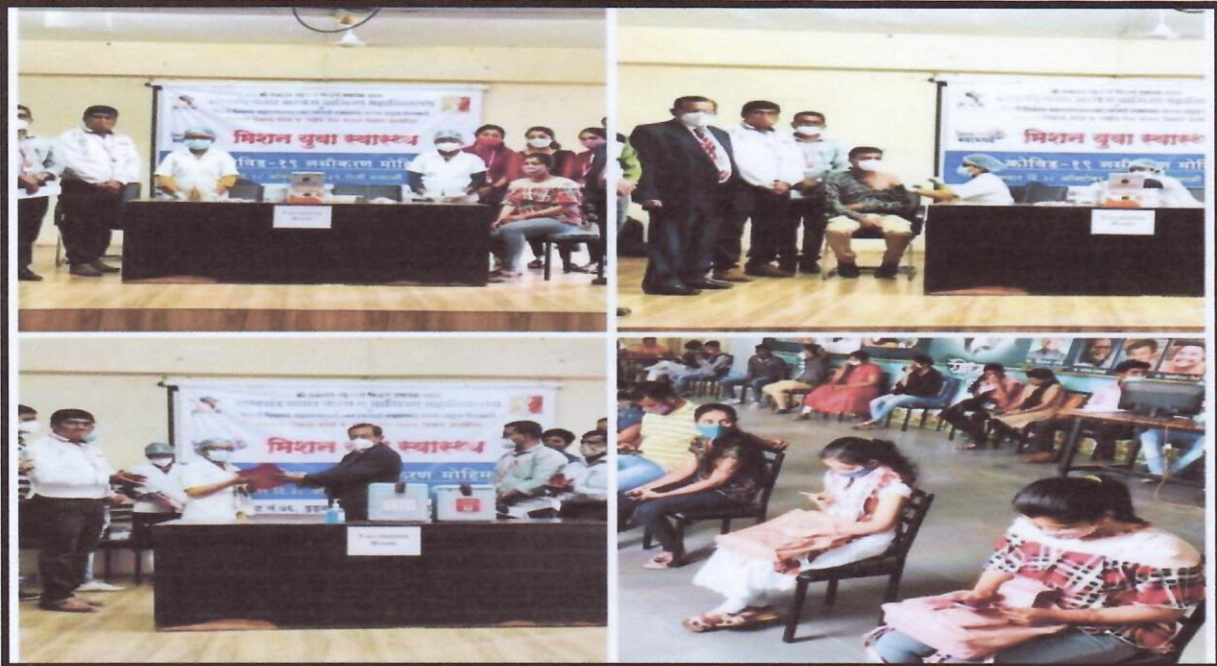


कोविड-१९ लसीकरण मोहिम

गुरुवार दि. २८ ऑक्टोबर २०२१ रोजी सकाळी १० वा.

गट नं. ७६, डुडूळगाव, ता. हवेली जि. पुणे ४१२ १०५

प्रा. शाहुराज येवते (विद्यार्थी विकास अधिकारी) ☎ 9834143101



30



Principal
PRINCIPAL

Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune



Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts and Commerce College
Alandi Devachi, (Dudulgaon), Pune-412105
(Affiliated to Savitribai Phule Pune University, Recognised by Govt. of Maharashtra)



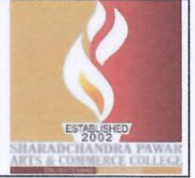
SPORTS FOR STAFF





**Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pavar Arts and Commerce College
Alandi Devachi, (Dudulgaon), Pune-412105
(Affiliated to Savitribai Phule Pune University, Recognised by Govt. of Maharashtra)**

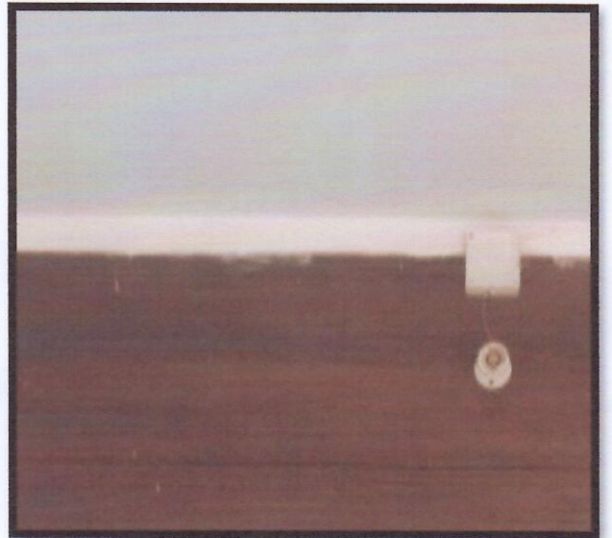




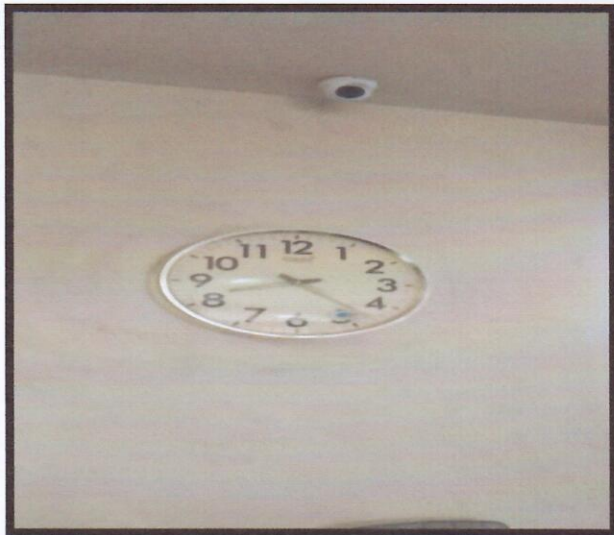
SECURITY FOR STAFF



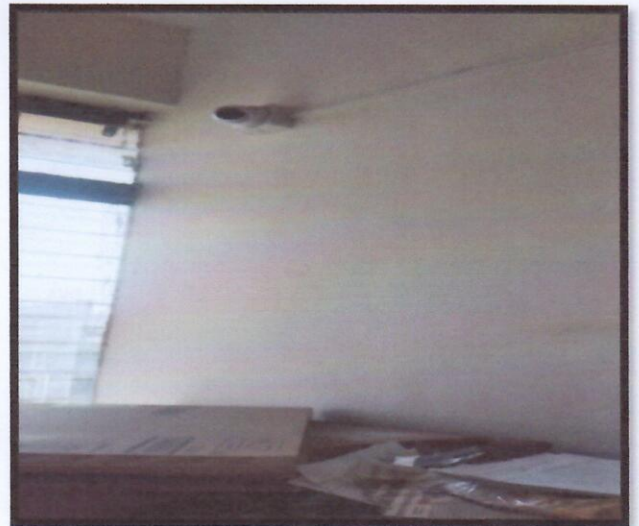
CCTV CAMERA AT ENTRANCE



CCTV CAMERA AT OFFICE ENTRANCE



CCTV CAMERA IN OFFICE



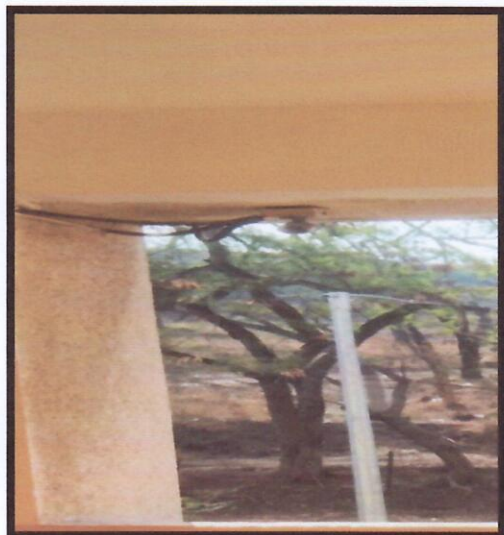
CCTV CAMERA IN EXAM



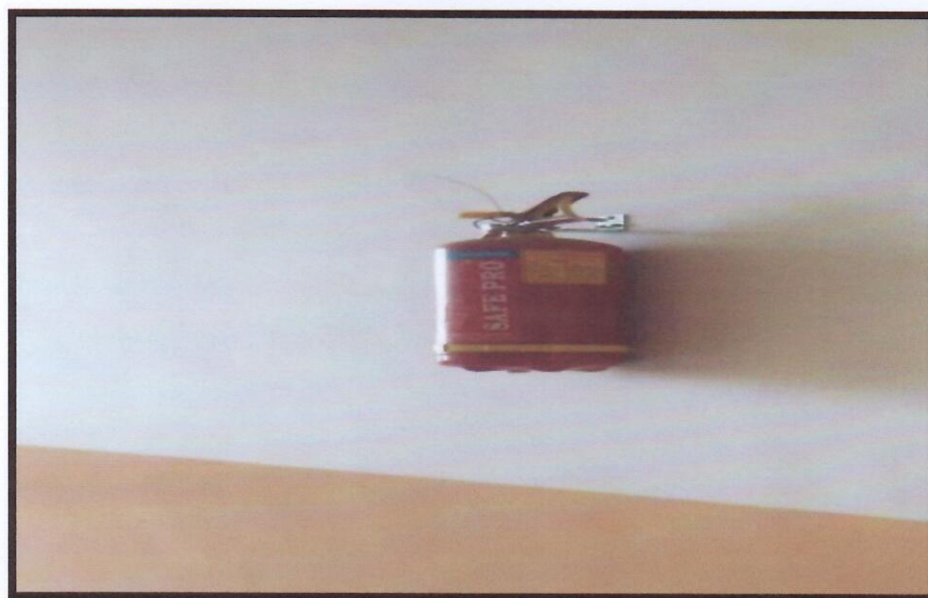
H. D. Joshi
PRINCIPAL
Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune



Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts and Commerce College
Alandi Devachi, (Dudulgaon), Pune-412105
(Affiliated to Savitribai Phule Pune University, Recognised by Govt. of Maharashtra)



CCTV CAMERAS ON EACH FLOOR



FIRE SAFTEY DEVICE ON EACH FLOOR



Principal
PRINCIPAL
Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune



**Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts and Commerce College**
Alandi Devachi, (Dudulgaon), Pune-412105
(Affiliated to Savitribai Phule Pune University, Recognised by Govt. of Maharashtra)



SECURITY GUARD AT THE COLLEGE ENTRANCE



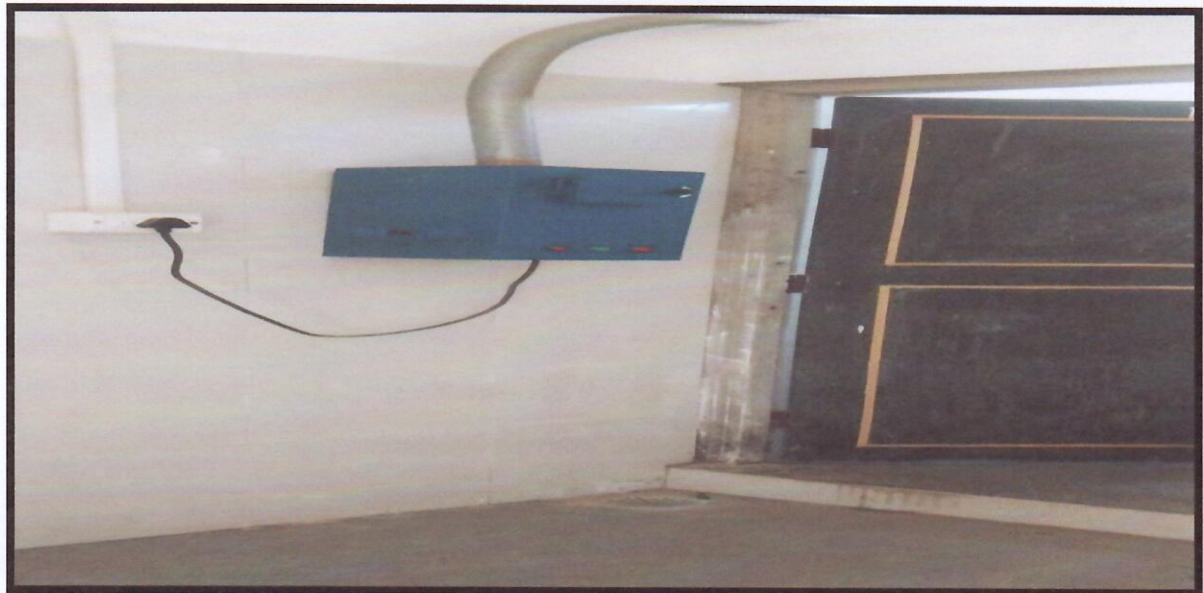
Shrihozat
PRINCIPAL
Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune



Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts and Commerce College
Alandi Devachi, (Dudulgaon), Pune-412105
(Affiliated to Savitribai Phule Pune University, Recognised by Govt. of Maharashtra)



Staff welfare practice for female staff member-Provision for Sanitary Napkin Vending Machine



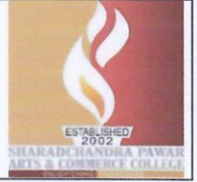
Staff welfare practice for female staff member-Provision for Sanitary Napkin Vending and Incinerator Machine



H. S. Thakar
PRINCIPAL
Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune



Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts and Commerce College
Alandi Devachi, (Dudulgaon), Pune-412105
(Affiliated to Savitribai Phule Pune University, Recognised by Govt. of Maharashtra)

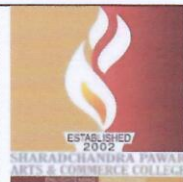


UNIFORMS FOR TEACHING AND NON-TEACHING STAFF





**Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts and Commerce College
Alandi Devachi, (Dudulgaon), Pune-412105
(Affiliated to Savitribai Phule Pune University, Recognised by Govt. of Maharashtra)**



PERFORMANCE APPRISAL FORMS-TEACHING



**Savitribai Phule Pune University
(Formerly University of Pune)**

PART 'A'

YEAR OF PERFORMANCE APPRAISAL: 2021-22

SECTION - A: GENERAL

| | | | |
|----|---------------------------------|---|-----------------------------------|
| 1. | Name | : | Shahuraj Dattatray Yevale |
| 2. | Designation | : | Assist. Professor. |
| 3. | Name of the Department / Centre | : | BBA (CA) |
| 4. | Email Telephone / Mobile number | : | shahurajy@gmail.com 9689049548 |
| 5. | YEAR OF PERFORMANCE APPRAISAL | : | 2021-2022 |

SECTION - B:

Appendix II

TABLE 1

Assessment Criteria and Methodology for University Teachers

| Sr. | Activity | Grading Criteria | Self-appraisal Grading | | Verified Grading | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|---|-----------------------------------|--------|------------------|---------------------------|---|--------------|---|---|------------------|---|------------------------|--------|-----|-----------------------|-----|-----|---------------------|-----|-------|-------|-----|------|-----|----|-----|----|-------|------|--|--|
| | | | Sr. | Yes/No | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1. | Teaching (Number of classes taught/total classes assigned) x 100% (Classes taught includes sessions on tutorials, lab and other teaching related activities) | <table border="1"> <tr> <td>80% & above</td> <td>:</td> <td>Good</td> </tr> <tr> <td>Below 80% but 70% & above</td> <td>:</td> <td>Satisfactory</td> </tr> <tr> <td>Less than 70%</td> <td>:</td> <td>Not satisfactory</td> </tr> </table> | 80% & above | : | Good | Below 80% but 70% & above | : | Satisfactory | Less than 70% | : | Not satisfactory | <table border="1"> <tr> <td>Total Classes Assigned</td> <td>:</td> <td>480</td> </tr> <tr> <td>No. of Classes Taught</td> <td>:</td> <td>466</td> </tr> <tr> <td>% of Classes Taught</td> <td>:</td> <td>97.08</td> </tr> <tr> <td>Grade</td> <td>:</td> <td>Good</td> </tr> </table> | Total Classes Assigned | : | 480 | No. of Classes Taught | : | 466 | % of Classes Taught | : | 97.08 | Grade | : | Good | | | | | | | | |
| 80% & above | : | Good | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Below 80% but 70% & above | : | Satisfactory | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Less than 70% | : | Not satisfactory | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total Classes Assigned | : | 480 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| No. of Classes Taught | : | 466 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| % of Classes Taught | : | 97.08 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Grade | : | Good | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2. | Involvement in the university /college student related activities /research activities : (a) Administrative responsibilities such as head, chairperson/ Dean /Director/ Co-ordinator, warden etc. | <table border="1"> <tr> <td>Involved in at least 3 activities</td> <td>:</td> <td>Good</td> </tr> <tr> <td>1-2 activities</td> <td>:</td> <td>Satisfactory</td> </tr> <tr> <td>Not involved / undertaken any of the activities</td> <td>:</td> <td>Not satisfactory</td> </tr> </table> | Involved in at least 3 activities | : | Good | 1-2 activities | : | Satisfactory | Not involved / undertaken any of the activities | : | Not satisfactory | <table border="1"> <tr> <td>Sr.</td> <td>Yes/No</td> </tr> <tr> <td>(a)</td> <td>Yes</td> </tr> <tr> <td>(b)</td> <td>Yes</td> </tr> <tr> <td>(c)</td> <td>Yes</td> </tr> <tr> <td>(d)</td> <td>Yes</td> </tr> <tr> <td>(e)</td> <td>No</td> </tr> <tr> <td>(f)</td> <td>No</td> </tr> <tr> <td>(g)</td> <td>No</td> </tr> <tr> <td>Grade</td> <td>Good</td> </tr> </table> | Sr. | Yes/No | (a) | Yes | (b) | Yes | (c) | Yes | (d) | Yes | (e) | No | (f) | No | (g) | No | Grade | Good | | |
| Involved in at least 3 activities | : | Good | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1-2 activities | : | Satisfactory | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Not involved / undertaken any of the activities | : | Not satisfactory | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Sr. | Yes/No | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (a) | Yes | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (b) | Yes | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (c) | Yes | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (d) | Yes | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (e) | No | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (f) | No | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (g) | No | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Grade | Good | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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..2..

| Sr. | Activity | Grading Criteria | Self-appraisal Grading | Verified Grading |
|-----|--|--|------------------------|------------------|
| | <p>(b) Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation.</p> <p>(c) Student related co-curricular, extension and field based activities such as student clubs, career counseling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services.</p> <p>(d) Organization seminars / conference /workshop, other college /university activities.</p> <p>(e) Evidence of activity involved in guiding PhD students.</p> <p>(f) Conducting minor or major research project</p> <p>(g) Sponsored by national or international agencies.</p> <p>At least one single or joint publication in peer-reviewed or UGC list of journals.</p> | <p><i>Note:</i> <i>Number of activities can be within or across the broad categories of activities</i></p> | Good | Good |

3..



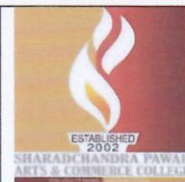
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Table 2

Methodology for University and College Teacher for calculating Academic/Research Score
(Assessment must be based on evidence produced by the teacher such as: copy of publication, project sanction letter, utilization and completion certificates issued by the University and acknowledgement for patent filing and approval letters, students' Ph.D. award letter, etc.)

| S.N. | Academic/Research Activity | Faculty of Sciences | Faculty of Languages/ Humanities/ Arts /Social /Sciences /Library / Education / Commerce / Management & other related disciplines | Self- appraisal Score | Verified Score |
|---|---|-------------------------|--|-----------------------------|-------------------|
| 1. | (*) Research Papers in Peer-Reviewed or UGC listed Journals | 08 per paper | 10 per paper | — | |
| 2. | Publication (other than Research papers) | | | | |
| | (a) Books authored which are published by; | | | | |
| | International publishers | 12 | 12 | — | |
| | National Publishers | 10 | 10 | 40 | |
| | Chapter in Edited Book | 05 | 05 | — | |
| | Editor of Book by International Publisher | 10 | 10 | — | |
| | Editor of Book by National Publisher | 08 | 08 | — | |
| 3. | (b) Translation works in Indian and Foreign Languages by qualified faculties | | | | |
| | Chapter or Research paper | 03 | 03 | — | |
| | Book | 08 | 08 | — | |
| | Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative course and curricula | | | | |
| | (a) Development of Innovative pedagogy | | | | |
| | | 05 | 05 | 05 | |
| | (b) Design of new curricula and courses | | | | |
| | | 02 per curricula/course | 02 per curricula/course | 04 | |
| | (c) MOOCs | | | | |
| | Development of complete MOOCs in 4 quadrants (4 credit course)(In case of MOOCs of lesser credits 05 marks/credit) | 20 | 20 | — | |
| MOOCs (developed in 4 quadrant) per module/lecture | 05 | 05 | — | | |
| Content writer/subject matter expert for each module of MOOCs (at least one quadrant) | 02 | 02 | — | | |
| Course Coordinator for MOOCs (4 credit course)(In case of MOOCs of lesser credits 05 marks/credit) | 08 | 08 | — | | |
| (d) E-Content | | | | | |
| Development of e-Content in 4 quadrant for a complete course/e-book | 12 | 12 | — | | |
| e-Content(developed in 4 quadrants) per module | 05 | 05 | — | | |
| Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant) | 02 | 02 | — | | |
| Editor of e-content for complete course/paper/e-book | 10 | 10 | — | | |

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| | | | | |
|------------------------------|---|-------------------------|-------------------------|---|
| 4. | (a) Research guidance | | | |
| | Ph.D. | 10 per degree awarded | 10 per degree awarded | — |
| | | 05 per thesis submitted | 05 per thesis submitted | — |
| | M.Phil/P.G. dissertation | 02 per degree awarded | 02 per degree awarded | — |
| | (b) Research Projects Completed | | | |
| | More than 10 lakhs | 10 | 10 | — |
| | Less than 10 lakhs | 05 | 05 | — |
| | (c) Research Projects Ongoing: | | | |
| | More than 10 lakhs | 05 | 05 | — |
| | Less than 10 lakhs | 02 | 02 | — |
| (d) Consultancy | | | | |
| | 03 | 03 | — | |
| 5. | (a) Patents | | | |
| | International | 10 | 10 | — |
| | National | 07 | 07 | — |
| | (b) *Policy Document (Submitted to an International body/organization like UNO/UNESCO/World Bank/ International Monetary Fund etc. or Central Government or State Government) | | | |
| | International | 10 | 10 | — |
| | National | 07 | 07 | — |
| | State | 04 | 04 | — |
| | (c) Awards/Fellowship | | | |
| | International | 07 | 07 | — |
| | National | 05 | 05 | — |
| 6. | *Invited lectures/ Resource Person/ paper presentation in Seminars/ Conferences/ full paper in Conference Proceeding (Paper presented in Seminars/ Conferences and also published as full paper in Conference Proceedings will be counted only once) | | | |
| | International (Abroad) | 07 | 07 | — |
| | International (within Country) | 05 | 05 | — |
| | National | 03 | 03 | — |
| | State: University | 02 | 02 | — |
| Total 1+2+3+4+5+6= 49 | | | | |

Signature of the teacher

Signature of HOD / Director

Date:

(*) The Research score for research papers and would be augmented as follows:

Peer-Reviewed or UGC – listed journals (impact factor to be determined as per Thomson Reuter's list):

- i) Paper in refereed journals without impact factor - 05 Points
 - ii) Paper with impact factor less than 1 - 10 Points
 - iii) Paper with impact factor between 1 and 2 - 15 Points
 - iv) Paper with impact factor between 2 and 5 - 20 Points
 - v) Paper with impact factor between 5 and 10 - 25 Points
 - vi) Paper with impact factor >10 - 30 Points
- a) Two authors - 70% of total value of publication for each author
 - b) More than two author - 70% of total value of publication for the first/principal/corresponding author and 30% of total value of publication for each of the joint author
 - c) Joint Project - Principal Investigator and Co-investigator would get 50% each

NOTE:

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

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PART 'B'

(Adverse remarks as well as remarks of appreciation of any outstanding work shall be brought to the notice of the person concerned by the Vice-Chancellor/Principal or Head of the University Department with a view to make improvement in the work, by the person concerned.)

1. (a) Assessment by the Vice Chancellor (for Heads)/ Head of the Department (for teachers) of the work done under each head of activity :

Overall Grading for TABLE 1
Assessment Criteria and Methodology for University Teachers

| | | Verified Grading |
|--|------------------|------------------|
| Good in teaching and satisfactory or good in activity at Sl. No.2 | Good | Good |
| Satisfactory in teaching and good or satisfactory in activity at Sl.No.2. | Satisfactory | |
| If neither good nor satisfactory in overall grading | Not Satisfactory | |
| Note: <i>For the purpose of assessing the grading of Activity at Serial No.1 and Serial No.2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment.</i> <i>The teacher shall be assessed for the remaining period of duration and the same be extrapolated for the entire shall not assessed for the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, ordinances of the parent institution.</i> | | |

- (b) Justification of assessment of work as not satisfactory:

3. Comments of the Vice-Chancellor/ Head of the Department on Table 1 and Table 2:

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4. Remarks and suggestions :

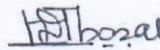
Do Research, Publication, Presentations and Extension
Work:


Signature


(Head of the Department)

Remarks of the Vice-Chancellor (Adverse remarks as well as remarks of appreciation).

Signature-
(Vice-Chancellor)

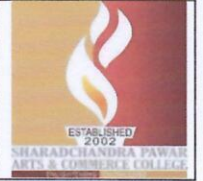

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**Savitribai Phule Pune University
(Formerly University of Pune)**

PART 'A'

YEAR OF PERFORMANCE APPRAISAL: 2021-22

SECTION - A: GENERAL

| | | | |
|----|---------------------------------|---|---|
| 1. | Name | : | Dr. Chiraya Kishor Joshi |
| 2. | Designation | : | Asst. Professor |
| 3. | Name of the Department / Centre | : | Dept. of English, Sharadchandra Pawar Arts and Commerce College |
| 4. | Email Telephone / Mobile number | : | joshichiraya1985@gmail.com 9503806144 |
| 5. | YEAR OF PERFORMANCE APPRAISAL | : | 2021-22 |

SECTION - B:

Appendix II

TABLE 1

Assessment Criteria and Methodology for University Teachers

| Sr. | Activity | Grading Criteria | Self-appraisal Grading | Verified Grading |
|-----|--|---|--|------------------|
| 1. | Teaching (Number of classes taught/total classes assigned) x 100% (Classes taught includes sessions on tutorials, lab and other teaching related activities) | 80% & above : Good Below 80% but 70% & above : Satisfactory Less than 70% : Not satisfactory | Total Classes Assigned : 480 No. of Classes Taught : 440 % of Classes Taught : 91.66 Grade : Good | Good |
| 2. | Involvement in the university /college student related activities /research activities : (a) Administrative responsibilities such as head, chairperson/ Dean /Director/ Co-ordinator, warden etc. | Involved in at least 3 activities : Good 1-2-activities : Satisfactory Not involved / undertaken any of the activities : Not satisfactory | Sr. Yes/No (a) ✓ Yes (b) ✓ Yes (c) Yes (d) Yes (e) No (f) No (g) No Grade Good | Good |

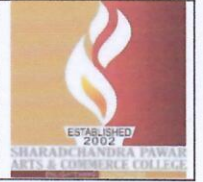
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Principal
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| Sr. | Activity | Grading Criteria | Self-appraisal Grading | Verified Grading |
|-----|---|--|------------------------|------------------|
| | <p>(b) Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation.</p> <p>(c) Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services.</p> <p>(d) Organization seminars / conference / workshop, other college / university activities.</p> <p>(e) Evidence of activity involved in guiding PhD students.</p> <p>(f) Conducting minor or major research project</p> <p>(g) Sponsored by national or international agencies.</p> <p>At least one single or joint publication in peer-reviewed or UGC list of journals.</p> | <p><i>Note:</i> Number of activities can be written or across the broad categories of activities</p> | Good | Good |



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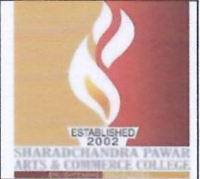
3..

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..3..

Table 2

Methodology for University and College Teacher for calculating Academic/Research Score
(Assessment must be based on evidence produced by the teacher such as: copy of publication, project sanction letter, utilization and completion certificates issued by the University and acknowledgement for patent filing and approval letters, students' Ph.D. award letter, etc.)

| S.N. | Academic/Research Activity | Faculty of Sciences | Faculty of Languages/ Humanities/ Arts /Social /Sciences /Library / Education / Commerce / Management & other related disciplines | Self- appraisal Score | Verified Score |
|---|---|-------------------------|--|-----------------------------|-------------------|
| 1. | (*) Research Papers in Peer-Reviewed or UGC listed Journals | 08 per paper | 10 per paper | — | |
| 2. | Publication (other than Research papers) | | | | |
| | (a) Books authored which are published by; | | | | |
| | International publishers | 12 | 12 | | |
| | National Publishers | 10 | 10 | | |
| | Chapter in Edited Book | 05 | 05 | | |
| | Editor of Book by International Publisher | 10 | 10 | | |
| | Editor of Book by National Publisher | 08 | 08 | | |
| | (b) Translation works in Indian and Foreign Languages by qualified faculties | | | | |
| | Chapter or Research paper | 03 | 03 | | |
| | Book | 08 | 08 | | |
| 3. | Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative course and curricula | | | | |
| | (a) Development of Innovative pedagogy | 05 | 05 | 05 | |
| | (b) Design of new curricula and courses | 02 per curricula/course | 02 per curricula/course | 02 | |
| | (c) MOOCs | | | | |
| | Development of complete MOOCs in 4 quadrants (4 credit course)(In case of MOOCs of lesser credits 05 marks/credit) | 20 | 20 | — | |
| | MOOCs (developed in 4 quadrant) per module/lecture | 05 | 05 | — | |
| | Content writer/subject matter expert for each module of MOOCs (at least one quadrant) | 02 | 02 | — | |
| | Course Coordinator for MOOCs (4 credit course)(In case of MOOCs of lesser credits 05 marks/credit) | 08 | 08 | — | |
| | (d) E-Content | | | | |
| | Development of e-Content in 4 quadrant for a complete course/e-book | 12 | 12 | — | |
| e-Content(developed in 4 quadrants) per module | 05 | 05 | — | | |
| Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant) | 02 | 02 | — | | |
| Editor of e-content for complete course/paper/e-book | 10 | 10 | — | | |

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| | | | | | |
|--------------------|--|-------------------------|-------------------------|----|----|
| 4. | (a) Research guidance | | | | |
| | Ph.D. | 10 per degree awarded | 10 per degree awarded | | |
| | | 05 per thesis submitted | 05 per thesis submitted | | |
| | M.Phil/P.G. dissertation | 02 per degree awarded | 02 per degree awarded | | |
| | (b) Research Projects Completed | | | | |
| | More than 10 lakhs | 10 | 10 | | |
| Less than 10 lakhs | 05 | 05 | | | |
| 5. | (c) Research Projects Ongolugi | | | | |
| | More than 10 lakhs | 05 | 05 | | |
| | Less than 10 lakhs | 02 | 02 | | |
| | (d) Consultancy | 03 | 03 | | |
| 6. | (a) Patents | | | | |
| | International | 10 | 10 | | |
| | National | 07 | 07 | | |
| | (b) *Policy Document (Submitted to an International body/organization like UNO/UNESCO/World Bank/ International Monetary Fund etc. or Central Government or State Government) | | | | |
| | International | 10 | 10 | | |
| | National | 07 | 07 | | |
| | State | 04 | 04 | | |
| | (c) Awards/Fellowship | | | | |
| | International | 07 | 07 | | |
| | National | 05 | 05 | | |
| 7. | *Invited lectures/ Resource Person/ paper presentation in Seminars/ Conferences/ full paper in Conference Proceeding (Paper presented in Seminars/ Conferences and also published as full paper in Conference Proceedings will be counted only once) | | | | |
| | International (Abroad) | 07 | 07 | | |
| | International (within Country) | 05 | 05 | | |
| | National | 03 | 03 | | 14 |
| | State/ University | 02 | 02 | | |
| Total 1+2+3+4+5+6= | | | | 21 | |

Signature of the teacher

Signature of HOD / Director

Date:

(*) The Research score for research papers and would be augmented as follows:

Peer-Reviewed or UGC - listed journals (impact factor to be determined as per Thomson Reuter's list):

- i) Paper in refereed journals without impact factor - 05 Points
 - ii) Paper with impact factor less than 1 - 10 Points
 - iii) Paper with impact factor between 1 and 2 - 15 Points
 - iv) Paper with impact factor between 2 and 5 - 20 Points
 - v) Paper with impact factor between 5 and 10 - 25 Points
 - vi) Paper with impact factor >10 - 30 Points
- a) Two authors - 70% of total value of publication for each author
 - b) More than two author - 70% of total value of publication for the first /principal/corresponding author and 30% of total value of publication for each of the joint author
 - c) Joint Project - Principal Investigator and Co-investigator would get 50% each


NOTE:

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

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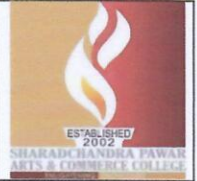


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PART 'B'

(Adverse remarks as well as remarks of appreciation of any outstanding work shall be brought to the notice of the person concerned by the Vice-Chancellor/Principal or Head of the University Department with a view to make improvement in the work, by the person concerned.)

1. (a) Assessment by the Vice Chancellor (for Heads)/ Head of the Department (for teachers) of the work done under each head of activity :

Overall Grading for TABLE 1
Assessment Criteria and Methodology for University Teachers

| | | Verified Grading |
|---|------------------|------------------|
| Good in teaching and satisfactory or good in activity at Sl. No.2 | Good | Good |
| Satisfactory in teaching and good or satisfactory in activity at Sl.No.2. | Satisfactory | |
| If neither good nor satisfactory in overall grading | Not Satisfactory | |
| Note: <i>For the purpose of assessing the grading of Activity at Serial No.1 and Serial No.2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment.</i> <i>The teacher shall be assessed for the remaining period of duration and the same be extrapolated for the entire shall not be assessed for the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, ordinances of the parent institution.</i> | | |

- (b) Justification of assessment of work as not satisfactory:

3. Comments of the Vice-Chancellor/ Head of the Department on Table 1 and Table 2:

6..

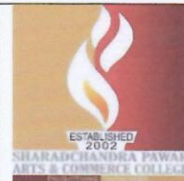


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H. Borah
PRINCIPAL
Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune



Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts and Commerce College
Alandi Devachi, (Dudulgaon), Pune-412105
(Affiliated to Savitribai Phule Pune University, Recognised by Govt. of Maharashtra)



..6..

4. Remarks and suggestions :

Do NET/SET, Research, Publication, Representation and
Extension Work.

Signature
(Head of the Department)

Remarks of the Vice-Chancellor (Adverse remarks as well as remarks of appreciation)

PRINCIPAL
Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune

Signature
(Vice-Chancellor)
(Vice-Chancellor)



PRINCIPAL
Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune



Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts and Commerce College
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PERFORMANCE APPRISAL FORMS NON-TEACHING



Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts and Commerce College
Dudulgaon, (Alandi) Pune-412105
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NON TEACHING STAFF FEEDBACK FORM (A.Y. 2021-22)

Please tick mark against the rating scale by taking the below parameters into consideration.

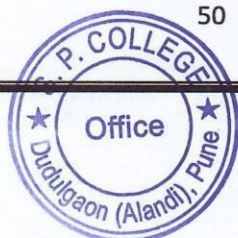
| Rating scale | Highly Satisfied | Satisfied | Neutral | Dissatisfied | Highly Dissatisfied |
|--------------|------------------|-----------|---------|--------------|---------------------|
| Rating | 5 | 4 | 3 | 2 | 1 |

| Name of the Non-Teaching Staff | Mr.Pravin Bhave | Mrs. Varsha Tajane | Ms. Neha Landge | Mr.Sushen Rathod | Mr.Vinod Mogal | Mr. Vaibhav Badve | Mr. Shrikant Kamble |
|----------------------------------|-----------------|--------------------|-----------------|------------------|----------------|-------------------|---------------------|
| Attendance and Punctuality | 5 | 4 | 4 | 4 | 5 | 5 | 5 |
| Job Knowledge and Expertise | 5 | 4 | 4 | 3 | 4 | 4 | 4 |
| Appearance and grooming | 5 | 4 | 3 | 3 | 4 | 4 | 4 |
| Courtesy & Cooperation | 5 | 5 | 4 | 4 | 5 | 5 | 5 |
| Technical Knowledge | 5 | 4 | 5 | 3 | 2 | 2 | 4 |
| Written and Verbal Communication | 4 | 4 | 4 | 3 | 3 | 3 | 4 |
| Problem solving | 5 | 5 | 4 | 4 | 4 | 4 | 4 |
| Interpersonal Skills | 5 | 5 | 3 | 4 | 4 | 4 | 4 |
| Overall Feedback | 39 | 35 | 31 | 28 | 31 | 31 | 34 |



H. H. Hozar
PRINCIPAL
Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune

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H. H. Hozar
PRINCIPAL
Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune