



ଓଡ଼ିଶା କୃଷି ଓ ବର୍ଷେୟିକ ବିଶ୍ୱବିଦ୍ୟାଳୟ, ଭୁବନେଶ୍ୱର, ଓଡ଼ିଶା
ODISHA UNIVERSITY OF AGRICULTURE & TECHNOLOGY
BHUBANESWAR-751003, ODISHA

ନିବନ୍ଧନ

E-II-II-03/2021 9810 /UAT.,

dated. 28.06.2024

NOTIFICATION

In pursuance of the approval of Department of Agriculture & Farmers' Empowerment Govt. of Odisha communicated vide letter No. 13082/A & FE dated 27.06.2024 read with UGC Regulation-2018, the minimum eligibility for promotion of Teachers/ Scientists in different stages under Career Advancement Scheme (CAS) is hereby implemented in OUAT for promotion under CAS.

A copy of the approved Guidelines/ Procedure for promotion in different stages under Career Advancement Scheme is available in the website www.ouat.ac.in

The Teachers/ Scientists of this University, who are eligible for promotion in any stage under Career Advancement Scheme on or after **18.07.2018** may apply in the prescribed proforma available in OUAT website alongwith required documents through their controlling officers to the Registrar, OUAT, Bhubaneswar within 15 days from issue of this letter for consideration.

By Order of the Vice-Chancellor

Stohandy
28.6.24
Registrar

Memo No. 9811 /UAT., dated. 28.06.2024

Copy forwarded to the All Deans/ Directors/ All Heads of the Department of constituent Colleges of OUAT/ All Associate Director of Research of RRTTS / Officer-in-charge of all research schemes & stations/ Controller of Examination, OUAT, Bhubaneswar / Chief Librarian, Central Library, OUAT, Bhubaneswar for information and necessary action. Guidelines and procedure of promotion & API score card and prescribed proforma etc. are available in OUAT website: www.ouat.ac.in which may be down loaded and circulated accordingly.

Dis
28/6/24
Asst. Registrar (Estt)

Memo No. 9812 /UAT., dated. 28.06.2024

Copy alongwith enclosures (Annex-1) forwarded to the Director, PME, OUAT for information. He is requested to upload the same in OUAT website for wide circulation. ✓

Dis
28/6/24
Asst. Registrar (Estt)

Memo No. 9813 /UAT., dated. 28.06.2024

Copy to all Assistant Registrars/Accounts Officers /Secretary to Vice-Chancellor/ Audit-cum-Inspection Officer, OUAT, Bhubaneswar for information and necessary action.

Dis
28/6/24
Asst. Registrar (Estt)

Memo No. 9814 /UAT., dated. 28.06.2024

Copy forwarded to the Comptroller, OUAT, Bhubaneswar for information and necessary action.

Dis
28/6/24
Asst. Registrar (Estt)

Memo No. 9815 /UAT., dated. 28.06.2024

Copy alongwith copy of the enclosures forwarded to the Additional Secretary to Government, DA & FE Bhubaneswar for information and necessary action with reference to his letter No. 13082 dated 27.06.2024.

Dis
28/6/24
Asst. Registrar (Estt)

ODISHA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY, BHUBANESWR SERVICE REQUIREMENTS AND PROMOTION CRITERIA OF TEACHERS /SCIENTISTS UNDER CAS-2018

Sl. No	Stages of Promotion	Service requirement	Minimum Academic Performance Requirements and Promotion Criteria
1	Assistant Professor/ equivalent cadres from Academic Level 10 to Academic Level 11	Assistant Professor who has completed 4 years of service with Ph.D degree or 5 years of service with M.Phil/PG Degree in Professional Courses such as Agriculture, Veterinary Science and Animal Husbandry, Agricultural Engineering, Forestry, Fishery. Home Science/Community Science, Horticulture, Science and Humanities or 6 years of service who are without Ph.D./ M.Phil.in Science and Humanities.	<p>i. Minimum cumulative API scores using PBAS scoring porforma-18 of OUAT.</p> <p>ii. *One training course of 21 days or maximum in three spells,each spell should not be less than 5 working days.</p> <p>iii. Any one of the following trainings having 5 working days; Refresher Course /training course/CAFT/Short Course/Summer School/Winter School/ Research Methodology Course / workshop /Syllabus Up- gradation Workshop/ Teaching-Learning- Evaluation/Technology Programmes/ Faculty Development Programmes.</p> <p>iv. Published one research paper in peer reviewed journals or UGC- listed / NAAS rated journals during assessment period not less than 4.0. In case of humanities, two publications in the form of popular articles/ two book chapters with ISBN.</p> <p>iii. Promotion is recommended by Screening - cum -Evaluation Committee.</p>
2	Assistant Professor/ equivalent cadres from Academic Level 11 to Academic Level 12	Assistant Professor completed 5 years of service in Academic Level 11	<p>i. Minimum cumulative API scores using the PBAS scoringProforma- 18 of OUAT.</p> <p>ii. Any two of the following trainings having 10 working days each.(10 days in two spells not less than 5 days each) Refresher Course /training course/CAFT/Short Course/Summer School/Winter School/ Research Methodology Course / workshop /Syllabus Up- gradation Workshop/ Teaching-Learning- Evaluation/Technology Programmes/ Faculty Development Programmes</p> <p>iii. Published 03 research papers in peer reviewed journals or UGC- listed journals/ NAAS rated journals during the assessment period not less than 4.0. If a candidate having Ph.D degree will be considered in lieu of above requirements of three published research papers. In case of humanities, five publications in the form of</p>

			<p>popular articles with ISSN five nos. of book chapters with ISBN.</p> <p>iv. Promotion is recommended by the Screening-cum-Evaluation Committee</p>
3	Assistant Professor/ equivalent cadres from Academic Level 12 to Academic Level 13A (Associate Professor)	Assistant Professor with Ph.D. and completed 3 years of Service in Academic Level 12	<p>i. Minimum cumulative API scores using the PBAS scoring Proforma-18 of OUAT.</p> <p>ii. Any one of the following trainings having 10 working days each.(10 days in two spells not less than 5 days each)</p> <p>Refresher Course /training course/CAFT/Short Course/Summer School/Winter School/ Research Methodology Course workshop /Syllabus Up- gradation Workshop/ Teaching-Learning- Evaluation/Technology Programmes/ Faculty Development Programmes.</p> <p>iii. A minimum of 07 publications in peer reviewed journals or UGC- listed / NAAS rated journals out of which 03 research papers not less than 5.0 published during assessment period. In case of humanities, eight publications in the form of popular articles/ eight nos. of book chapters with ISBN out of which three publications should be during the assessment period.</p> <p>iv. Evidence of having guided at least 01 PhD /Co-guided /at least 02 PhD/Guided 02 Masters'/Co-Guided 4 Masters/03 additional research papers published in peer reviewed journals or UGC- listed / NAAS rated journals (not less than 04) published during assessment period / written/edited 01 Book (min. 100 pages) published by reputed publishers with ISBN number as author/editor</p> <p>v. The Promotion is recommended by the Selection Committee duly constituted by the University.</p>
4	Associate Professor/ equivalent cadres from Academic Level 13A to Academic Level 14 (Professor)	Associate Professor with Ph.D and completed 3 years of Service in Academic Level 13A	<p>i. Minimum cumulative API scores using the PBAS scoring Proforma- 18 of OUAT.</p> <p>ii. A minimum of 10 publications in peer reviewed journals or UGC- listed / NAAS rated journals out of which 06 papers with NAAS 5.0 or more and at least 03 papers should have been published during the assessment period. In case of humanities, 11 publications in the form of popular articles/ 11nos. of book chapters with ISBN out of which three publications should be during the assessment period.</p> <p>iii. Evidence of having successfully guided at least 01 PhD /Co-guided at least 03 Ph.D/ Guided 03 Master's/ Co-Guided 05 Masters' / written/edited 02 Books (min. 100 pages) published by reputed publishers with ISBN number as author/editor.</p> <p>iv. The Promotion is recommended by the Selection Committee duly constituted by the University.</p>

5	Professor/ equivalent cadres from Academic Level 14 to Academic Level 15	Professor and completed 10 years of Service in Academic Level 14	<p>i. Minimum cumulative API scores using the PBAS scoring Proforma-18 of OUAT.</p> <p>ii. A minimum of 10 publications in peer reviewed journals or UGC- listed /NAAS rated journals of 6.0 or above published during the assessment period having at least 3 papers more than 8.0.</p> <p>iii. Evidence of having successfully guided at least 02 PhD students.</p> <p>iv. One Text Book (min. 200 pages) published by reputed publishers with ISBN number as sole author.</p> <p>V. Promotion shall be based on academic achievement and favourable review from 3 eminent subject experts who are not below the rank of senior professors or professors having at least ten years of experience.</p> <p>vi. The selection is based on the interaction with a Selection Committee duly constituted by the University.</p>
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NB:1 If a candidate undergone training and published above specified research papers from the date of assessment and up to the date of notification will also be considered. This relaxation is valid for promotions under CAS-2018.

NB:2. Guide and Chairman may be treated as same. Co-Guide/ Co-Chairman /Member may be treated as same.

NB:3 No marks will be awarded for average grade in self assessment report. If a candidate awarded below average for two consecutive years, he/she will not be considered for promotion.

NB: 4. Extrapolation:- For the purpose of assessing the grading of Activity in teaching and involvement in college related activities, 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. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at 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, statutes and ordinances of the parent institution.(UGC-2018 Regulation at Appendix-II footnote)

ODISHA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY, BHUBANESWAR

CAS API SCORE FORMAT-2018

(From Academic Level 10 to 11 and from Academic Level 11 to 12)

Evaluation of Teachers involved in Teaching / Research / Extension / Coordination activities Assessment period 4 years with Ph D /5 years with M.Phil /PG degree in professional courses /6 years of service who are without Ph.D / M.Phil.in Science and Humanities from Academic Level 10 to 11 and 5 years from Academic Level 11 to 12		Distribution of Score (100)	Score assigned by candidate	Score assigned by screening committee
A	PART-I (CORE ACTIVITIES) (Teaching/Research/Extension/Co-ordination Activities) (Maximum marks under Part-I and Part-II limiting to 60)	168 (Part - I&II)		
A1	<ul style="list-style-type: none"> • Teaching(UG, PG &Ph.D): 1.0 mark for each contact hour taught/course/semester (For joint responsibility, the marks will be divided equally). The above marks will be twice for professional year • Student guidance: 2.0 marks for each Master's Degree awarded as Guide/Chairman, 1.0 mark to co-guide/Co-Chairman/Member. 5 marks for Ph.D degree awarded as Guide/Chairman and 2.5 marks as co-guide/Co-Chairman/Member. • Guidance for UG project work / entrepreneurship programme: 1.0 mark for each • Invigilation duty/Assisting to External Examiner in evaluation and grade sheet preparation 0.25 mark for each. • Setting of question papers/evaluation of exam. papers: 0.5 mark/course. • Guide/Co-guide/member of students qualified ARS/NET/SRF/JRF; Guide/Member /Concerned teacher: 1.0 mark, Co-guide/Memebr/ Concerned teacher :0.5 mark/student • Student mentoring for national level competitions JRF/SRF/GATE coaching.0.25 mark per class 	24		
A2	<ul style="list-style-type: none"> • Teaching aids developed & used in teaching. (Subject Handouts, lesson plan, video module, e- learning course materials, practical manuals. 1.0 mark/item/semester (double for professional year) • Innovation in educational/teaching technology and methodology practiced, evaluated and integrated in the system. 1.0 marks each (Ex. Role play/ Group exercise/ Problem Based Learning(PBL)/ use of Video/Audio/simulation technique) • In-charge of educational tours viz., study tour, industrial visit, field visit, RAWE/ RHWE/RFHE / FOWE, Internship programme in-plant training /ELP /EDP for a batch of students. 1.5 mark/assignment/year 	12		

A3	<ul style="list-style-type: none"> • GOI/AICRP/AINP/RRTTS/RRTTSS/ Commodity Research Stations projects/ schemes. 2.0 marks for OIC/PI/Main Scientist. 1.0 mark for Co-PI/ Associated scientists per project/experiment for every completed year. • Works related to tissue culture/ germ plasma collection documentation and conservation 1.0 mark for each year of involvement. • Seed production: Breeder seed: 1.0 mark per hectare per year, Foundation seed: 0.75 mark per hectare per year, Certified / TL seed: 0.50 mark per hectare per year 	24		
	<ul style="list-style-type: none"> • QPM and others (bulk crop/fruits/vegetables production, honey, mushroom, fingerlings, egg, chicks, milk, etc.): Main Scientist - 0.5 mark for up to Rs 50,000 (gross income)/year, 1.0 mark for more than Rs 50,000 (gross income)/year; for Associated Scientist - 0.25 mark up to Rs. 50,000 (gross income)/year and 0.5 marks for more than Rs. 50,000 (gross income)/year • Technology and methodology linkages /convergence established. 1.0 mark for each activity per • Preparation of case studies/success stories 1.0 mark for each activity per year. • Monitoring,evaluation, impact analysis, compilation of report of AICRP/RRTTS/RRTTSS/Commodity Research Stations projects. 1.0 mark for each activity peryear. • Conducting, co-coordinating, and monitoring demonstration and field trials. up to 5.0 hectares 1.0 mark, >5.0 hectares: 1.5 marks 			

A4	<ul style="list-style-type: none"> • Data base management/Expert system developed /Decision support system /models /Apps developed. 1.5 marks for PI/Scientist, 1.0 mark for others for each output. • Patent granted and commercialized. 5.0 marks each • Patent granted. 3.0 marks each • Technology commercialized (without patent). 2.0 marks each • Patent registered. 1.0 mark each • (For all the above categories on patents/technology, Main Scientist full mark and other Associated scientists 50%) • Variety registered under PPV & FRA and commercialized: 3.0 marks for each • Variety registered under PPV & FRA: 2.0 marks for each • Variety commercialized (without registration under PPV & FRA): 1.0 mark for each • (For all the above categories of varieties under PPV & FRA: Developer full mark and other Associated scientists 50%) • Innovative technology/ farm machines/products /model/ variety/ strain/ breed/ diagnostic kit, registered and commercialized: 3.0 marks each • Innovative technology/ farm machines/products model/ variety/ strain/ breed/ diagnostic kit, registered: 2.0 marks for each • Innovative technology/ farm machines/products model/ variety/ strain/ breed/ diagnostic kit, commercialized (without registration): 1.0 marks for each <p>(PI/Developer full mark and other Associated scientists 50%)</p>	12		
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A5	<ul style="list-style-type: none"> • Front Line Demonstration conducted. 2.0 marks each. • On-farm trials 2.0 marks /each. • Involvement in technology development, assessment /refinement /modification /validation and adoption. 2.0 marks each • Development of innovative ICT based extension tools/Apps/ mobile advisory system and used for technology dissemination.2.0 marks each. • Farming system research and extension units developed and income more than 2 lakhs/year. 2.0marks each. • Organisation of Exhibitions /Farmers' Mela /Field days/Farmers fair/ Research-Extension- Farmers Interface Meet / Farmers-Scientists interaction. 2.0 marks per each. • • Service providing activities related to production, processing and distribution of planting material /biofertilizer / bioagent / testing of agricultural implements, analysis of soil /biological samples of animals/plant/microbes / fertilizer materials / seed: 0.75 mark per year for each assignment 	24		
A6	<ul style="list-style-type: none"> • Innovative extension approaches practiced, evaluated and integrated in the system. 1.0 mark each. • Participatory Rural Appraisal (PRA)- yield gap analysis and impact assessment, technology inventory and feedback support.1.0 mark for each • Customized instruction materials, ready reckoners, research/extension monographs, instructional photo gallery developed, 1.0 mark each. • Development of Video/Radio Programme on Agril. and Allied technology.2.0 marks each. • Preparation of charts/posters/models/exhibits. 0.5mark per each. • Organization of FIG/SHG/FFS/FPO and functioning. 1.0 mark/each. • Diagnostic visits to the farmers field/family unit. 1.0 mark for each visit. • • TV talk/Radio talk delivered/ Farmers Advisory issued.): 0.5 mark each. 	12		
A7	<ul style="list-style-type: none"> • Assistance in Planning and Coordination (ICAR/RRTTS AICRPS/KVKs/Colleges/Directorates being handled, funded projects, Processing for release of funds). 1.0 mark per each assignment handled per year. • Assistance in development of Policy document& coordinated for Inter-institutional/Inter- Organizational MoUs signed and implemented.1.0 mark for each. • Assisted & coordinated for creation of start-ups and establishment of incubation center. 1.0 mark for each. 	24		

	<ul style="list-style-type: none"> • Assistance in Planning and Coordinating for the conduct of Examinations at University level.1.0 mark per college per year. • Assistance in Monitoring and Evaluation (Physical, financial and scientific targets) / Scientific assistance to senior officers, meetings organization, lectures and drafts prepared. 1.0 mark per each project per year. • Coordinating and Monitoring of evaluation of papers of Examinations result at University level. 1.0 mark per College per year. • Monitoring conduct of Entrance Examinations at University level. 5.0 marks/year. • Monitoring the conduct of Recruitment Examinations at University level, 2.0 marks per assignment per year. 			
A8	<ul style="list-style-type: none"> • Assistance in compilation and preparation/translation of reports/ proceedings for ICAR/Parliament and Assembly questions /RTI replies handled etc.at University/Directorate level. 1.0 mark per each assignment handled per year. • Assistance in compilation and preparation of policy documents for submission to Govt. Depts. / other SAUS/CAUs/SVUS/ICAR/ AIU/IAUA/UGC/ Other such organizations. 1.0 mark for each activity per year. • Assistance in planning, conducting counseling and admission of UG, PG and Ph.Dprogrammes of the University 1.0 mark per year. • Commercial release/use of the technology attracting revenue to the organization.Rs.2 to 5 Lakhs: 1.0 marks>Rs. 5 Lakhs: 2.0 marks per year. • Adoption of concept/methodology/product/technology developed by other research and academic institutions at state and national level and accreditation/recognition received etc. 3.0 marks per each 	12		
PART-II (NON-CORE ACTIVITIES) (Teaching/Research/Extension/Co-ordination Activities)		24		
A9	<ul style="list-style-type: none"> • Teachers/Scientists either organized/ accompanying with students/farmers during educational tours/ exposure visits /field visits/ industrial visit/ agri. unifest/ inter-universities competitions/ National day/integration camp celebration. Within state: 1.0 mark. Outside state: 2.0 marks. Abroad: 3.0 marks • External funded/consultancy project/sponsored trial up to 5.0 lakhs per project. 1.0 mark for PI/ Executive Scientist & 0.5 marks for Co-PI / Associated Scientist for every completed year. • External funded/consultancy project/sponsored trial > 5.0 lakhs per project. 1.5 marks for PI / Executive 			

	<p>Scientist & 1.0 marks for Co-PI / Associated Scientist for every completed year.</p> <ul style="list-style-type: none"> • Infrastructure development (in the form of project): Above 10 lakh : 1.5 marks, 5 to 10 lakh : 1.0 mark • Innovative technology/model/ prototype/genetic stock/ variety/ strain*/ breed/ diagnostic kit, developed/ identified*,Gene bank data added to NCBI database with accession no.2.0 marks for PI/ Main Scientist(s)/ Developer(s) and 1.0 mark for Associated Scientist(s)/Collaborator(s). • Technology developed, tested and validated in the field (to be certified by the controlling officer): 1.5 marks/each • Identification/selection of student aspirant entrepreneurs at the university level. 0.5 mark/batch/year, State level: 1.0 mark and National level :1.5mark /student /year. • Activities related to development/coordination and establishment of start-ups programme: 1.0 mark for each. • Inter institutional HRD programmes organized/ coordinated/assisted as per Institute mandate. 1.0 mark/assignment per year • Developed and coordinated Farming System Research/undertaken FSR activities 1.0 mark/ each. • Coordinated farmers/students exposure visit/educational tours,minimum one week duration; 1.0 mark/assignment/year • Simulation model/educational games /graphics/decision support system/models/ Apps, developed etc. in relation to the University mandate:2.0 marks/each • Field day/ farmers fair/ demonstration/ exhibitions/campaigns/rallies/camps organized : 1.0 mark • for each • Institution building (Only clearly defined major contributions) as Chairperson /Member of University or College/Station level Cells, Councils and Committees and in-charge university level each. exam/ UG academic advisor/ research advisor/ tabulators/other similar activities 0.5 mark per each • In-charge of academic related assignments at college level such as examinations, time table/ semester calendar, seminar, labs and other non-academic assignments such as college garden, placement, report return, library, student/staff amenities, Activities under Academic Management system (AMS) portal 0.5 mark per year for each assignment. • Additional assignments at University level viz. hostel superintendent/asst. superintendent/nodal officer/secretary sports/cultural council/ programme co-ordinator/university library / other similar assignments. 0.5 mark per year for each assignment. • Additional assignments at college level, viz., Secretary sports / cultural council, Programme Coordinators, Programme officer NSS, OIC NCC, Students' union advisor, Vice-President of Cultural/Athletic/Dramatic society.0.5 mark for each assignment. • Professional Development activities: participation and presentation in national level seminar / 			
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	<p>conference / symposia / workshop / AGM / Germplasm day / QRT / PRT / ICAR Monitoring team member: 0.5 mark for each assignment.</p> <ul style="list-style-type: none"> • Participation in short term training/ refresher and orientation course / winter school / summer school / CAFT / faculty development programme / certificate course / MOOC / workshop / research methodology: 0.5 mark for each participation • Duties in VCC/Farms/ Advisory Services/ animal post-mortem/ clinical diagnosis /technical consultancy to Govt. 0.5 mark/ assignment/semester • Organizing capacity building programmes as members of organizing committee viz., Convener or co-convener /organizing/ co-organizing secretary/course director/co-course director of seminars / symposia / workshop /conference / summer or winter school / training programme / refresher course of duration up to one week: 0.5 mark each, two weeks: 1.0 mark each; 3 weeks: 2.0 marks each. • Head /In-Charge of the Department / In-charge of AICRPs (OIC)/ Sr. Scientist & Head of KVKs / In-charge of central facilities (University/College level) viz., Central Library / Internet cell / Examination cell/ICAR Nodal cell/University level amenities / facilities/BTCC/ VCC/ Central farms/ Instructional farms/ Orchards/ Central Instrumentation Facility/ Laboratory Animal House/ in-charge of livestock/Fish seed production Farm, hatchery etc. 1.0 mark per year/assignment. • Organizing zonal workshops and midterm review meetings / monthly review meetings / Deans, Committee Meetings / SOC meetings / ZREAC meeting / SLREC meetings / Academic council meetings / BOM meetings / special project review meetings: 1.0 mark for each activity per year • Nodal Officers and supporting team members in SLREC / SLEC meeting / rapporteurs at university level meetings: 1.0 mark for per year 			
B	<p>PUBLICATIONS (In each category one can score maximum 12 marks)</p>	20		
B1	<ul style="list-style-type: none"> • Research Papers (Full score each for the first & corresponding author, 0.75 score each for other authors). • Three best Research papers published during the period of review will be allocated score according to NAAS rating of Scientific Journals, on a scale of 1.0 to 10.0 • Total marks scored divided by 1.2 • NAAS 4 up to 6: 4.0 marks, 6 up to 8 : 6.0 marks, 8 or more :10.0 marks. • Two best Papers in Journals with Impact factor less than 01: 6 marks, between 01 and less than 02 :8 marks, 02 or more: 10 marks • Total marks scored divided by 1.2 • Three best Papers in other recognized and reputed/UGC listed journals (Non-NAAS & Non-impact factor) with ISBN/ISSN number: 2.0 marks 			

	for each, Total marks scored divided by 1.2			
B2	<p>Other publications:</p> <ul style="list-style-type: none"> • Books authored and published (minimum 100 pages) with ISBN/ISSN: 3.0 marks per author • E-publication of books (min. 100 pages) with ISBN/ISSN: 2.0 marks per author • Books edited (minimum 100 pages) with ISBN/ISSN:1.5 marks for each editor. • Book chapters authorship with ISBN/ISSN: 1.0 mark for author and co-authors • Technical/extension/ Training manual developed/conference compendium edited (minimum 25 pages): 0.5 mark for each author. • Technical/ popular Articles /Extension leaflets /folders/booklets/newsletter /Abstract: 0.5 mark for author 			
C	PEER RECOGNITION	10		
	<ul style="list-style-type: none"> • International/ National Awards / National Academy Fellow : 2.0 marks each • Fellow in professional societies: 1.5 mark each • State/University / Professional Society Awards: 1.5 mark each • Post-Doctoral Fellows: 1.5 mark • Editor/Co-Editor/Reviewer of a journal of national/international repute/ compendium / souvenir/ training manuals: 1.0 mark each assignment / year • Best Paper, Best oral presentation, Best Posters, Conference prizes / medals / appreciation letters from University/reputed organizations/institutions: 1.0 mark each • Invited as expert in policy making/planning committee/ advisory committee. For international / national importance; 1.5 mark/each/ year. State/ university importance: 1.0 mark/each/year. • Positions held in different professional societies: 1.0 mark per year for member of executive, other portfolios :0.5 mark per year, life member: 0.2 mark • Invited as resource person in seminars / symposia / conference / workshops: 0.25 mark each • External question setting, review of articles, monitoring, etc.: 1.0 mark for each • Invited as Experts by State /National Universities/Institutes: 1.0 mark for each • Special assignments (International organizations, overseas and special national assignments/ consultancies not covered anywhere else in the application: 2.0 mark for each • Special assignments (University, state assignments/ consultancies not covered anywhere else in the application: 1.0 mark each 			

D	SELF ASSESSMENT REPORTS (Best 4 years out of 5/6 years)	10		
	<ul style="list-style-type: none"> • Period of assessment: 4 years with Ph.D, 5 years with M.Phil/PG degree in professional courses 16 years without Ph.D / M.Phil/PG degree • (2.5 marks for Outstanding/ 2.0 marks for Very Good /1.5 marks for Good 			
	Total	100		

NB: 1 Supporting documents should be enclosed for which marks are to be claimed.

2. Minimum qualifying mark 50%

3. Marks will not be awarded twice for the same nature of work if so in the score card

ODISHA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY, BHUBANESWAR

CAS API SCORE FORMAT-2018

(From Academic Level 12 to 13A and from Academic Level 13A to 14)

Evaluation of Teachers involved in Teaching / Research / Extension / Coordination activities		Distribution of Score (100)	Score assigned by candidate	Score assigned by screening committee
Assessment period 3 years from Academic Level 12 to 13A and from Academic Level 13A to 14				
A	PART-I (CORE ACTIVITIES) (Teaching/Research/Extension/Co-ordination Activities) (Maximum marks under Part-I and Part-II limiting to 60)	168 (Part - I&II)		
A1	<ul style="list-style-type: none"> • Teaching(UG, PG &Ph.D): 0.5 mark for each contact hour taught/course/semester (For joint responsibility, the marks will be divided equally). • (The above marks will be twice for professional year) • Student guidance: 1.0 marks for each Master's Degree awarded as Guide/Chairman, 0.5 mark to co-guide/Co-Chairman/Member.2. 5 marks for Ph.D degree awarded as Guide/Chairman and 1.25 • marks as co-guide/Co-Chairman/Member. • Guidance for UG project work / entrepreneurship programme: 0.5 mark for each • Invigilation duty/Assisting to External Examiner in evaluation and grade sheet preparation 0.2 mark for each. • Setting of question papers/evaluation of exam. papers: 0.25 mark/course. • Guide/Co-guide/member of students qualified ARS/NET/SRF/JRF; Guide/Member /Concerned teacher: 0.5 mark, Co-guide/Memebr/ Concerned teacher :0.25 mark/student • Student mentoring for national level competitions JRF/SRF/GATE coaching.0.2 mark per class 	24		
A2	<ul style="list-style-type: none"> • Teaching aids developed & used in teaching. (Subject Handouts, lesson plan, video module, e-learning course materials, practical manuals. 0.5 mark/item/semester (double for professional year) • Innovation in educational/teaching technology and methodology practiced, evaluated and integrated in the system. 0.5 marks each (Ex. Role play/ Group exercise/ Problem Based Learning(PBL)/ use of Video/Audio/simulation 	12		

	<p>technique)</p> <ul style="list-style-type: none"> In-charge of educational tours viz., study tour, industrial visit, field visit, RAWE/ RHWE/RFHE / FOWE, Internship programme in-plant training /ELP /EDP for a batch of students. 0.75 mark/assignment/year 			
A3	<ul style="list-style-type: none"> GOI/AICRP/AINP/RRTTS/RRTTSS/ Commodity Research Stations projects/ schemes. 1.0 marks for OIC/PI/Main Scientist. 0.5 mark for Co-PI/ Associated scientists per project/experiment for every completed year. Works related to tissue culture/ germ plasma collection documentation and conservation 0.5 mark for each year of involvement. Seed production: Breeder seed: 0.5 mark per hectare per year, Foundation seed: 0.4 mark per hectare per year, Certified / TL seed:0.25 mark per hectare per year QPM and others (bulk crop/fruits/vegetables production, honey, mushroom, fingerlings, egg, chicks, milk, etc.): Main Scientist - 0.25 mark for up to Rs 50,000 (gross income)/year, 0.5 mark for more than Rs 50,000 (gross income)/year; for Associated Scientist - 0.2 mark up to Rs. 50,000 (gross income)/year and 0.25 marks for more than Rs. 50,000 (gross income)/year Technology and methodology linkages /convergence established. 0.5 mark for each activity per Preparation of case studies/success stories 0.5 mark for each activity per year. Monitoring,evaluation, impact analysis, compilation of report of AICRP/RRTTS/RRTTSS/Commodity Research Stations projects. 0.5 mark for each activity per year. Conducting, co-coordinating, and monitoring demonstration and field trials. up to 5.0 hectares 0.5 mark, >5.0 hectares: 0.75 marks 	24		
A4	<ul style="list-style-type: none"> Data base management/Expert system developed /Decision support system /models /Apps developed. 0.75 marks for PI/Scientist, 0.5 mark for others for each output. Patent granted and commercialized. 2.5 marks each Patent granted. 1.5 marks each Technology commercialized (without patent). 1.0 marks each Patent registered. 0.5 mark each (For all the above categories on patents/technology, Main Scientist full mark and other Associated scientists 50%) Variety registered under PPV & FRA and 	12		

	<p>commercialized: 1.5 marks for each</p> <ul style="list-style-type: none"> • Variety registered under PPV & FRA: 1.0 marks for each • Variety commercialized (without registration under PPV & FRA): 0.5 mark for each • (For all the above categories of varieties under PPV & FRA: Developer full mark and other Associated scientists 50%) • Innovative technology/ farm machines/products /model/ variety/ strain/ breed/ diagnostic kit, registered and commercialized: 1.5 marks each • Innovative technology/ farm machines/products model/ variety/ strain/ breed/ diagnostic kit, registered: 1.0 marks for each • Innovative technology/ farm machines/products model/ variety/ strain/ breed/ diagnostic kit, commercialized (without registration): 0.5 marks for each • (PI/Developer full mark and other Associated scientists 50%) 			
A5	<ul style="list-style-type: none"> • Front Line Demonstration conducted. 1.0marks each. • On-farm trials 1.0 marks /each. • Involvement in technology development, assessment /refinement /modification /validation and adoption. 1.0 marks each • Development of innovative ICT based extension tools/Apps/ mobile advisory system and used for technology dissemination.1.0 marks each. • Farming system research and extension units developed and income more than 4 lakhs/year. 2.0marks each. • Organisation of Exhibitions /Farmers' Mela /Field days/Farmers fair/ Research-Extension-Farmers Interface Meet / Farmers-Scientists interaction. 1.0marks per each. • • Service providing activities related to production, processing and distribution of planting material /biofertilizer / bioagent / testing of agricultural implements, analysis of soil /biological samples of animals/plant/microbes / fertilizer materials / seed: 0.5 mark per year for each assignment 	24		

A6	<ul style="list-style-type: none"> • Innovative extension approaches practiced, evaluated and integrated in the system. 0.5 mark each. • Participatory Rural Appraisal (PRA)- yield gap analysis and impact assessment, technology inventory and feedback support.0.5 mark for each • Customized instruction materials, ready reckoners, research/extension monographs, instructional photo gallery developed, 0.5 mark each. • Development of Video/Radio Programme on Agril. and Allied technology.1.0 marks each. • Preparation of charts/posters/models/exhibits. 0.25mark per each. • Organization of FIG/SHG/FFS/FPO and functioning. 0.5 mark/each. • Diagnostic visits to the farmers field/family unit. 0.5 mark for each visit. • • TV talk/Radio talk delivered/ Farmers Advisory issued.): 0.25 mark each. 	12		
A7	<ul style="list-style-type: none"> • Assistance in Planning and Coordination (ICAR/RRTTS AICRPS/KVKs/Colleges/Directorates being handled, funded projects, Processing for release of funds). 0.5 mark per each assignment handled per year. • Assistance in development of Policy document& coordinated for Inter-institutional/Inter-Organizational MoUs signed and implemented.0.5 mark for each. • Assisted & coordinated for creation of start-ups and establishment of incubation center. 0.5 mark for each. • Assistance in Planning and Coordinating for the conduct of Examinations at University level.0.5 mark per college per year. • Assistance in Monitoring and Evaluation (Physical, financial and scientific targets) / Scientific assistance to senior officers, meetings organization, lectures and drafts prepared. 0.5 mark per each project per year. • Coordinating and Monitoring of evaluation of papers of Examinations result at University level. 0.5 mark per College per year. • Monitoring conduct of Entrance Examinations at University level. 2.5 marks/year. • Monitoring the conduct of Recruitment Examinations at University level, 1.0 marks per assignment per year. 	24		

A8	<ul style="list-style-type: none"> • Assistance in compilation and preparation/translation of reports/ proceedings for ICAR/Parliament and Assembly questions /RTI replies handled etc.at University/Directorate level. 0.5 mark per each assignment handled per year. • Assistance in compilation and preparation of policy documents for submission to Govt. Depts. / other SAUS/CAUs/SVUS/ICAR/ AIU/IAUA/UGC/ Other such organizations. 0.5 mark for each activity per year. • Assistance in planning, conducting counseling and admission of UG, PG and Ph.D programmes of the University 0.5 mark per year. • Commercial release/use of the technology attracting revenue to the organization.Rs.2 to 5 Lakhs: 0.5 marks>Rs. 5 Lakhs: 1.0 marks per year. • Adoption of concept/methodology/product/technology developed by other research and academic institutions at state and national level and accreditation/recognition received etc. 1.5 marks per each 	12		
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PART-II (NON-CORE ACTIVITIES) (Teaching/Research/Extension/Co-ordination Activities)		24		
A9	<ul style="list-style-type: none"> • Teachers/Scientists either organized/ accompanying with students/farmers during educational tours/ exposure visits /field visits/ industrial visit/ agri. unifest/ inter-universities competitions/ National day/integration camp celebration. Within state: 0.5 mark. Outside state: 1.0 marks. Abroad: 1.5 marks • External funded/consultancy project/sponsored trial up to 5.0 lakhs per project. 0.5 mark for PI/ Executive Scientist & 0.25 marks for Co-PI / Associated Scientist for every completed year. • External funded/consultancy project/sponsored trial > 5.0 lakhs per project. 0.75 marks for PI / Executive Scientist & 0.5marks for Co-PI / Associated Scientist for every completed year. • Infrastructure development (in the form of project): 5 to 10 lakh : <ul style="list-style-type: none"> • Above 10 lakh : 1.0 marks, • Innovative technology/model/ prototype/genetic stock/ variety/ strain*/ breed/ diagnostic kit, developed/ identified*,Gene bank data added to NCBI database with accession no.1.0 marks for PI/ Main Scientist(s)/ Developer(s) and 0.5 mark for Associated Scientist(s)/Collaborator(s). • Technology developed, tested and validated in the field (to be certified by the controlling officer): 0.75 marks/each • Identification/selection of student aspirant entrepreneurs at the university level. 0.5 mark/batch/year, State level: 1.0 mark and National level :1.5mark /student /year. • Activities related to development/coordination and establishment of start-ups programme: 0.5 mark for each. • Inter institutional HRD programmes organized/ coordinated/assisted as per Institute mandate. 0.5 mark/assignment per year • Developed and coordinated Farming System Research/undertaken FSR activities 0.5 mark/ each. • Coordinated farmers/students exposure visit/educational tours,minimum one week duration; 0.5 mark/assignment/year • Simulation model/educational games /graphics/decision support system/models/ Apps, developed etc. in relation to the University mandate:1.0 marks/each • Field day/ farmers fair/ demonstration/ exhibitions/campaigns/rallies/camps organized : 0.5mark each • Institution building (Only clearly defined major contributions) as Chairperson /Member of University or College/Station level Cells, Councils and Committees and in-charge university level each. exam/ UG academic advisor/ research advisor/ tabulators/other similar activities 0.25 mark per each • In-charge of academic related assignments at college level such as examinations, time table/ semester calendar, seminar, labs and other non-academic assignments such as college garden, placement, report return, library, student/staff amenities, Activities under Academic Management system (AMS) portal 0.25 mark per year for each assignment. 			

	<ul style="list-style-type: none"> • Additional assignments at University level viz. hostel superintendent/asst. superintendent/nodal officer/secretary sports/cultural council/ programme co-ordinator/university library / other similar assignments. 0.25 mark per year for each assignment. • Additional assignments at college level, viz., Secretary sports / cultural council, Programme Coordinators, Programme officer NSS, OIC NCC, Students' union advisor, Vice-President of Cultural/Athletic/Dramatic society.0.25 mark for each assignment. • Professional Development activities: participation and presentation in national level seminar / conference / symposia / workshop / AGM / Germplasm day / QRT / PRT / ICAR Monitoring team member: 0.25 mark for each assignment. • Participation in short term training/ refresher and orientation course / winter school / summer school / CAFT / faculty development programme / certificate course / MOOC / workshop / research methodology: 0.25 mark for each participation • Duties in VCC/Farms/ Advisory Services/ animal post-mortem/ clinical diagnosis /technical consultancy to Govt. 0.25 mark/ assignment/semester • Organizing capacity building programmes as members of organizing committee viz., Convener or co-convener /organizing/ co-organizing secretary/course director/co-course director of seminars / symposia / workshop /conference / summer or winter school / training programme / refresher course of duration up to one week: 0.25 mark each, two weeks: 0.5 mark each; 3 weeks: 1.0 marks each. • Head /In-Charge of the Department / In-charge of AICRPs (OIC)/ Sr. Scientist & Head of KVKs / In-charge of central facilities (University/College level) viz., Central Library / Internet cell / Examination cell/ICAR Nodal cell/University level amenities / facilities/BTCC/ VCC/ Central farms/ Instructional farms/ Orchards/ Central Instrumentation Facility/ Laboratory Animal House/ in-charge of livestock/Fish seed production Farm, hatchery etc. 0.5 mark per year/assignment. • Organizing zonal workshops and midterm review meetings / monthly review meetings / Deans, Committee Meetings / SOC meetings / ZREAC meeting / SLREC meetings / Academic council meetings / BOM meetings / special project review meetings: 0.5 mark for each activity per year • Nodal Officers and supporting team members in SLREC / SLEC meeting / rapporteurs at university level meetings: 0.5 mark for per year 			
B	PUBLICATIONS (In each category one can score maximum 12 marks)	20		
B1	<ul style="list-style-type: none"> • Research Papers (Full score each for the first & corresponding author, 0.75 score each for other authors). • Three best Research papers published during the period of review will be allocated score according to NAAS rating of Scientific Journals, on a scale of 1.0 to 10.0 • Total marks scored divided by 1.2 • NAAS 4 up to 6: 4.0 marks, 6 up to 8 : 6.0 marks, 8 or more :10.0 marks. • Two best Papers in Journals with Impact factor less than 01: 			

	<p>6 marks, between 01 and less than 02 :8 marks, 02 or more: 10 marks</p> <ul style="list-style-type: none"> • Total marks scored divided by 1.2 • Three best Papers in other recognized and reputed/UGC listed journals (Non-NAAS & Non- impact factor) with ISBN/ISSN number: 2.0 marks for each, Total marks scored divided by 1.2 			
B2	<p>Other publications:</p> <ul style="list-style-type: none"> • Books authored and published (minimum 100 pages) with ISBN/ISSN: 3.0 marks per author • E-publication of books (min. 100 pages) with ISBN/ISSN: 1.0 marks per author • Books edited (minimum 100 pages) with ISBN/ISSN:0.75 marks for each editor. • Book chapters authorship with ISBN/ISSN: 0.5 mark for author and co-authors • Technical/extension/ Training manual developed/conference compendium edited (minimum 25 pages): 0.5 mark for each author. • Technical/ popular Articles /Extension leaflets /folders/booklets/newsletter /Abstract: 0.25 mark for author & co – authors. 			
C	PEER RECOGNITION	12		
	<ul style="list-style-type: none"> • International/ National Awards / National Academy Fellow : 1.5 marks each • Fellow in professional societies: 1.0 mark each • State/University / Professional Society Awards: 1.0 mark each • Post-Doctoral Fellows: 1.0 mark • Editor/Co-Editor/Reviewer of a journal of national/international repute/ compendium / souvenir/ training manuals: 0.5 mark each assignment / year • Best Paper, Best oral presentation, Best Posters, Conference prizes / medals / appreciation letters from University/reputed organizations/institutions: 0.5 mark each • Invited as expert in policy making/planning committee/ advisory committee. For international / national importance; 1.0 mark/each/ year. State/ university importance: 0.5 mark/each/year. • Positions held in different professional societies: 0.75 mark per year for member of executive, other portfolios :0.25 mark per year, life member: 0.2 mark • Invited as resource person in seminars / symposia / conference / workshops: 0.25 mark each • External question setting, review of articles, monitoring, etc.: 0.5 mark for each • Invited as Experts by State /National Universities/Institutes: 0.5 mark for each • Special assignments (International organizations, overseas and special national assignments/ consultancies not covered anywhere else in the application: 1.0mark for each • Special assignments (University, state assignments/ consultancies not covered anywhere else in the application: 0.5 mark each 			

D	SELF ASSESSMENT REPORTS (Best two out of three years)	8		
	3 years from Academic Level 12 to 13 A 3 years from Academic Level 13A to 13 (4.0 marks for Outstanding/ 3.0 marks for Very good/2.0 marks for Good)			
		Total Interview	80 20	
		Total	100	

NB: 1 Supporting documents should be enclosed for which marks are to be claimed.

2. Minimum qualifying mark 50%

3. Marks will not be awarded twice for the same nature of work if so in the score card

**ODISHA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY
BHUBANESWAR-751003**

**APPLICATION FOR PROMOTION UNDER CAS-2018
{PERFORMANCE BASED APPRAISAL SYSTEM (PBAS)}**

Assistant Professor (Academic Level 10-Academic Level 11) / Assistant Professor (Academic Level 11-Academic Level 12)/ Assistant Professor to Associate Professor (Academic Level 12 to Academic Level 13A) / Associate Professor to Professor (Academic Level 13A to Academic Level 14)

APPLICATION for promotion from Academic Level_____to Academic Level_____

PART- A (Eligibility)

1. **Name of the Applicant** _____

2. **Designation** _____ **Establishment/College** _____

3. **Controlling officer** _____

* Refer guidelines of eligibility for promotion to different Levels

Sl. No.	Eligibility Particulars	Yes	No	Notification with Page Ref. No.
1	i. Whether completed Ph.D? ii. Whether completed 4 years of service with Ph.D degree or 5 years of service with M.Phil /PG Degree in Science and Humanities, agriculture and allied subjects or 6 years of service without Ph.D. / M.Phil.in Science and Humanities.(From L10 to L11)? (underline the required one) iii. Whether completed 5 years of service in Academic Level 11 as Assistant Professor?(From L11 to L12) iv. Whether completed 3 years of Service in Academic Level 12 as Assistant Professor with Ph.D?(From L12 to L13A) v. Whether completed 3 years of Service in Academic Level 13A as Associate Professor with Ph.D?(From L13Ato L14)			
2	i. Whether completed one orientation course of training in nature of 21 days or in three spells, each spell should not be less than 5 working days (From L10 to L11)? ii. Whether completed one additional training* from among the following trainings of 5 working days (From L10 to L11)? iii. Whether completed two trainings* of 10 working days each or each training of 10 days in two spells not less than 5 days each (From L11 to L12)? iv. Whether completed one training of 10 working days or 10 days in two spells not less than 5 days each (From L12 to L13A) * <i>Refresher course /training course/CAFT/Short Course/Summer School/Winter School/ Research Methodology Course / workshop etc.?</i> (Training completed during the period of assessment and upto the date of notification of CAS-18 is considered valid without repetition)			

3	<p>i. Whether published one paper not < 4.0 NAAS (From L10 to L11), three papers not < 4.0NAAS OR having Ph.D degree (From L11 to L12), seven papers (three papers not< 5.0 NAAS (From L12 to L13A), ten papers (6 papers with NAAS 5.0 or more at least 03 papers during the assessment period (From L13A to L14) .All these research paper should be published in peer reviewed journals or UGC- listed / NAAS rated journals.?</p> <p>ii .In case of humanities, whether published two popular articles with ISSN/two book chapters with ISBN (From L10 to L11),five popular articles with ISSN / five nos. of book chapters with ISBN(From L11 to L12),eight popular articles with ISSN / eight nos. of book chapters with ISBN out of which three publications should be during the assessment period(From L12 to L13A), 11 popular articles/ 11nos. of book chapters with ISBN out of which three publications should be during the assessment period(From L13A to L14) .?</p>			
4	<p>i. Whether guided one Ph.D / Co-guided at least 02 PhD/Guided 02 Masters/Co-Guided 4 Masters/03 additional research papers published in peer reviewed journals or UGC- listed / NAAS rated journals (not less than 04) during assessment period / written/edited 01 Book (min. 100 pages) published with ISBN number as author / editor(L12-13A)?</p> <p>ii.Whether successfully guided at least one PhD /Co-guided at least 03 Ph.D/ Guided 03 Master's/ Co-Guided 05 Masters' / written/edited 02 Books (min. 100 pages) published by reputed publishers with ISBN number as author / editor (13A-14)?</p>			
5	Whether SAR for the assessment period has been submitted?			
6	Whether there is any adverse remark in the SAR ?			

PART-B

**SELF APPRAISAL REPORT OF THE CANDIDATE
GENERAL INFORMATION**

1. Name (in Capital Letters) :
2. Designation :
3. Discipline / Department :
4. Place of work :
5. Date of Birth :
6. Address for correspondence :
7. **Academic qualifications** : **Agriculture and allied, Science and Humanities subject**

Degree Programme	Discipline /Subject	University	College / Place of study	Date/Month / Year of passing	Class / Division obtained	Fellowships / Awards
1	2	3	4	5	5	6
Masters						
Doctoral						

8. Date of Joining as Asst. Professor (Level 10) :
9. Date of completion of Ph.D :
10. Date of joining in the present Level Post with AGP (L-10/11/12/13A/14) : Level___ DoJ___ AGP___
11. Period of service in the present Level Post : Year_____ Month_____ Days_____
12. Mention the period of study leave availed : From _____To_____ Total Period_____

(Attach Notifications/ orders / certificates with reference page no. from point No.8 to 12 above)

13. Mention the Assessment period: From (Date)_____To (Date)_____ (_____years)
14. Indicate the Level to which to be promoted (L10/11/12/13A/14) :
15. Date of eligibility to the next higher Level Post :
16. Employment record of the candidate (From 6000AGP/ level 10) : Ref. documents at Page No._____

Place of work with full address	Designation / Post held	Scale of Pay with AGP/ level 10	Period		Nature of duty
			From	To	
1	2	3	4	5	6

11. Service experience in other organizations: Refer documents at Page No. _____

Organization: International / National / State	Govt / Quasi Govt / Private	Post held / Designation	Period		Nature of duty	Remark of competent authority
			From	To		
1	2	3	4	5	6	7

12. Particulars of leave availed : Ref. documents at Page No. _____

Nature of Leave	From	To	Total Period

13. Any other information the candidate desires to provide in support of his / her claim or application for promotion not covered in any of the above columns.

Certified that the above information provided by me is correct to the best of my knowledge and belief. In case of wrong information or hiding of fact, my candidature will be rejected and I will be debarred from promotion, at any time, if detected.

Full signature of the Applicant

Certified that the information was verified with office records.

(Signature of the Controlling Officer with seal)

Verified and Forwarded by
Dean

(Signature with Seal)

ODISHA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY, BHUBANESWAR

CAS API SCORE FORMAT-2018

(From Academic Level 10 to 11 and from Academic Level 11 to 12)

Name of the Applicant _____

ASSESSMENT YEAR _____

Evaluation of Teachers involved in Teaching / Research / Extension / Coordination / Institutional Development Activities

Assessment period 4 years with Ph D /5 years with M.Phil /PG degree in professional courses /6 years of service who are without Ph.D / M.Phil.in Science and Humanities from Academic Level 10 to 11 and 5 years from Academic Level 11 to 12

A	PART-I (CORE ACTIVITIES) (Teaching/Research/Extension/Co-ordination/Institutional Development Activities) (Total marks under Part-I and Part –II : 168) (Part-I and Part –II score limiting to weightage 60)	Score Assigned by the Candidate			Score assigned by the S.C
		Mark Secured	Ref. Page No.	Total Marks	
	Total Mark Under A1 : 24				
A1	1. Teaching(UG, PG & Ph.D): 1.0 mark for each contact hour taught/course/semester (For joint responsibility, the marks will be divided equally). The above marks will be twice for professional year				
	2. Student guidance: 2.0 marks for each Master’s Degree awarded as Guide/Chairman, 1.0 mark to co-guide/Co-Chairman/Member. 5 marks for Ph.D degree awarded as Guide/Chairman and 2.5 marks as co-guide/Co-Chairman/Member.				
	3. Guidance for UG project work / entrepreneurship programme: 1.0 mark / course				
	4. Invigilation duty/Assisting to External Examiner in evaluation and grade sheet preparation 0.25 mark / course				
	5. Setting of question papers/evaluation of exam. papers: 0.5 mark/course.				
	6. The guided/co-guided/member students qualified ARS/NET/SRF/JRF; Guide/ Chairman : 1.0 mark, Co-guide/Co-Chairman/Member:0.5 mark /student.				
	7. Student mentoring for national level competitions JRF/SRF/GATE coaching.0.25 mark per class				
	Total Mark Under A2 : 12				
A2	1. Teaching aids developed & used in teaching. (Subject Handouts, lesson plan, video module, e-learning course materials, practical manuals.1.0 mark/item/semester (double for professional year)				
	2. Innovation in educational/teaching technology and methodology practiced, evaluated and integrated in the system. 1.0 marks each (Ex. Role play/ Group exercise/ Problem Based Learning(PBL) / use of Video/Audio/simulation technique)				
	3. In-charge of educational tours viz., study tour, industrial visit, field visit, RAWE/ RHWE/ RFHE / FOWE, Internship programme, in-plant training /ELP /EDP for a batch of students . 1.5 mark/assignment/ year				

Full Signature of the Applicant _____

P.T.O

Total Mark Under A3 : 24		Mark Secured	Ref. Page No.	Total Marks
A3	1. GoI/AICRP/AINP/RRTTS/RRTTSS/ Commodity Research Stations projects/ schemes. 2.0 marks for OIC / PI/Main Scientist. 1.0 mark for Co-PI/ Associated scientists per project for every completed year.			
	2.Works related to tissue culture/ germ plasma collection documentation and conservation 1.0 mark for each year of involvement.			
	3.Seed production: Breeder seed:1.0 mark per hectare per year, Foundation seed: 0.75 mark per hectare per year, Certified / TL seed: 0.50 mark per hectare per year			
	4.QPM and others (bulk crop/fruits/vegetables production, honey, mushroom, fingerlings, egg, chicks, milk, etc.): Main Scientist – 0.5 mark for up to Rs 50,000 (gross income)/year, 1.0 mark for more than Rs 50,000 (gross income)/year; for Associated Scientist – 0.25 mark up to Rs. 50,000 (gross income)/year and 0.5 marks for more than Rs. 50,000 (gross income)/year			
	5.Technology and methodology linkages /convergence established. 1.0 mark for each activity per year.			
	6.Preparation of case studies/success stories 1.0 mark for each activity per year.			
	7. Monitoring, evaluation, impact analysis, compilation of report of AICRP/RRTTS/RRTTSS/Commodity Research Stations projects. 1.0 mark for each activity per year.			
	8. Conducting, co-coordinating, and monitoring demonstration and field trials. up to 5.0 hectares 1.0 mark, >5.0 hectares : 1.5 marks			
Total Mark Under A4:12		Mark Secured	Ref. Page No.	Total Marks
A4	1. Data base management/Expert system developed /Decision support system /models /Apps developed . 1.5 marks for PI/Scientist, 1.0 mark for others for each output.			
	2. Patent granted and commercialized. 5.0 marks each			
	3. Patent granted. 3.0 marks each			
	4. Technology commercialized (without patent). 2.0 marks each			
	5. Patent registered. 1.0 mark each (For all the above categories (Sl.no. 2 to 5) on patents/technology, Main Scientist full mark and other Associated scientists 50%)			

Full Signature of the Applicant _____

P.T.O

	6. Variety registered under PPV & FRA and commercialized: 3.0 marks for each			
	7. Variety registered under PPV & FRA: 2.0 marks for each			
	8. Variety commercialized (without registration under PPV & FRA): 1.0 mark for each For all the above categories of varieties under PPV & FRA: Developer full mark and other Associated			
	10. Innovative technology/ farm machines/products /model/ variety/ strain/ breed/ diagnostic kit, registered and commercialized: 3.0 marks each			
	11. Innovative technology/ farm machines/products model/ variety/ strain/ breed/ diagnostic kit, registered : 2.0 marks for each			
	12. Innovative technology/ farm machines/products model/ variety/ strain/ breed/ diagnostic kit, commercialized (without registration): 1.0 marks for each (PI/Developer full mark and other Associated scientists 50%)			
	Total Mark Under A5:24	Mark Secured	Ref. Page No.	Total Marks
A5	1. Front Line Demonstration conducted. 2.0 marks each.			
	2. On-farm trials 2.0 marks /each.			
	3. Involvement in technology development, assessment /refinement /modification /validation and adoption. 2.0 marks each			
	4. Development of innovative ICT based extension tools/Apps/ mobile advisory system and used for technology dissemination.2.0 marks each			
	5. Farming system research and extension units developed and income more than 2 lakhs/year. 2.0 marks each.			
	6. Organisation of Exhibitions /Farmers' Mela /Field days/Farmers fair/ Research-Extension-Farmers Interface Meet / Farmers-Scientists interaction. 2.0 marks per each.			
	7. Service providing activities related to production, processing and distribution of planting material / biofertilizer / bioagent / testing of agricultural implements, analysis of soil /			

Full Signature of the Applicant _____

P.T.O

Total Mark Under A6 :12		Mark Secured	Ref. Page No.	Total Marks
A6	1. Innovative extension approaches practiced, evaluated and integrated in the system. 1.0 mark each.	\		
	2. Participatory Rural Appraisal (PRA)- yield gap analysis and impact assessment, technology inventory and feedback support.1.0 mark for each			
	3. Customized instruction materials, ready reckoners, research/extension monographs, instructional photo gallery developed, 1.0 mark each.			
	4. Development of Video/Radio Programme on Agril. and Allied technology.2.0 marks each			
	5. Preparation of charts/posters/models/exhibits. 0.5mark per each.			
	6. Organization of FIG/SHG/FFS/FPO and functioning. 1.0 mark/each.			
	7. Diagnostic visits to the farmers field/family unit. 1.0 mark for each visit.			
	8. TV talk/Radio talk delivered/ Farmers Advisory issued.) : 0.5 mark each.			
Total Mark Under A7 :24		Mark Secured	Ref. Page No.	Total Marks
A7	1. Assistance in Planning and Coordination (ICAR/RRTTS /RRTSS /CRS/ AICRPS/KVKs/Colleges/Directorates being handled, funded projects, Processing for release of funds). 1.0 mark per each assignment handled per year.			
	2. Assistance in development of Policy document& coordinated for Inter-institutional/Inter-Organizational MoUs signed and implemented.1.0 mark for each.			
	3. Assisted & coordinated for creation of start-ups and establishment of incubation center.1.0 mark for each.			
	4. Assistance in Planning and Coordinating for the conduct of Examinations at University level.1.0 mark per college per year.			
	5. Assistance in Monitoring and Evaluation (Physical, financial and scientific targets) / Scientific assistance to senior officers, meetings organization, lectures and drafts prepared. 1.0 mark per each project per year.			
	6. Coordinating and Monitoring of evaluation of papers of Examinations result at University level. 1.0 mark per College per year.			
	7. Monitoring conduct of Entrance Examinations at University level. 5.0 marks/year.			
	8. Monitoring the conduct of Recruitment Examinations at University level, 2.0 marks per assignment per year.			

Full Signature of the Applicant _____

P.T.O

Total Mark Under A8 : 12		Mark Secured	Ref. Page No.	Total Marks
A8	1. Assistance in compilation and preparation/translation of reports/ proceedings for ICAR/Parliament and Assembly questions /RTI replies handled etc.at University/Directorate level. 1.0 mark per each assignment handled per year.			
	2. Assistance in compilation and preparation of policy documents for submission to Govt. Depts. / other SAUs/CAUs/SVUs/ICAR/ AIU/ IAUA / UGC/ Other such organizations. 1.0 mark for each activity per year.			
	3. Assistance in planning, conducting counseling and admission of UG, PG and Ph.D programmes of the University 1.0 mark per year.			
	4. Commercial release/use of the technology attracting revenue to the organization.Rs.2 to 5 Lakhs: 1.0 marks > Rs. 5 Lakhs : 2.0 marks per year.			
	5. Adoption of concept/methodology/product/technology developed by other research and academic institutions at state and national level and accreditation/recognition received etc. 3.0 marks per each			
PART-II (NON-CORE ACTIVITIES)				
(Teaching/Research/Extension/Co-ordination/Institutional Development Activities)				
Total Mark Under A9:24		Mark Secured	Ref. Page No.	Total Marks
A9	1. Teachers/Scientists either organized/ accompanying with students/farmers during educational tours/ exposure visits /field visits/ industrial visit/ agri. unifest/inter-universities competitions/ National day/integration camp celebration. Within state: 1.0 mark. Outside state : 2.0 marks. Abroad: 3.0 marks			
	2. External funded/consultancy project/sponsored trial up to 5.0 lakhs per project. 1.0 mark for PI / Executive Scientist & 0.5 marks for Co-PI / Associated Scientist for every completed year.			
	3. External funded/consultancy project/sponsored trial > 5.0 lakhs per project. 1.5 marks for PI / Executive Scientist & 1.0 marks for Co-PI / Associated Scientist for every completed year.			
	4. Infrastructure development (in the form of project): Above 10 lakh : 1.5 marks, 5 to 10 lakh : 1.0 mark			
	5. Innovative technology/model/ prototype/genetic stock/ variety/ strain*/ breed/ diagnostic kit, developed/ identified*,Gene bank data added to NCBI database with accession no.2.0 marks for PI/ Main Scientist(s)/ Developer(s) and 1.0 mark for Associated Scientist(s)/Collaborator(s).			

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P.T.O

6. Technology developed, tested and validated in the field (to be certified by the controlling officer):1.5 marks/each				
7. Identification/selection of student aspirant entrepreneurs at the university level. 0.5 mark/batch/year, State level : 1.0 mark and National level :1.5mark /student /year				
8. Activities related to development/coordination and establishment of start-ups programme: 1.0 mark for each.				
9. Inter institutional HRD programmes organized/ coordinated/assisted as per Institute mandate. 1.0 mark / assignment per year				
10. Developed and coordinated Farming System Research/undertaken FSR activities 1.0 mark/ each.				
11. Coordinated farmers/students exposure visit/educational tours ,minimum one week duration; 1.0 mark/assignment/year				
12. Simulation model/educational games /graphics/decision support system / models / Apps, developed etc. in relation to the University mandate:2.0 marks/each				
13. Field day/ farmers fair/ demonstration/ exhibitions/campaigns/rallies/camps organized : 1.0 mark for each				
14. Institution building (Only clearly defined major contributions) as Chairperson /Member of University or College/Station level Cells, Councils and Committees and in-charge university level exam/ UG academic advisor/ research advisor/ tabulators/other similar activities 0.5 mark per each.				
15. In-charge of academic related assignments at college level such as examinations, time table/ semester calendar , seminar, labs and other non-academic assignments such as college garden, placement, report return, library, student/staff amenities, Activities under Academic Management system (AMS) portal 0.5 mark per year for each assignment.				
16. Additional assignments at University level viz. hostel superintendent/asst. superintendent/nodal officer/secretary sports/cultural council/ programme co-ordinator/university library / other similar assignments. 0.5 mark per year for each assignment.				
17. Additional assignments at college level, viz., Secretary sports / cultural council, Programme Coordinators, Programme officer NSS, OIC NCC, Students' union advisor, Vice-President of Cultural/Athletic/Dramatic society.0.5 mark for each assignment.				

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18. Professional Development activities: participation and presentation in national level seminar / conference / symposia / workshop / AGM / Germplasm day / QRT / PRT / ICAR Monitoring team member: 0.5 mark for each assignment.			
19. Participation in short term training/ refresher and orientation course / winter school / summer school / CAFT / faculty development programme / certificate course / MOOC / workshop / research methodology: 0.5 mark for each participation			
20. Duties in VCC/Farms/ Advisory Services/ animal post-mortem/ clinical diagnosis /technical consultancy to Govt. 0.5 mark/ assignment.			
21. Organizing capacity building programmes as members of organizing committee viz., Convener or co-convener /organizing/ co-organizing secretary /course director / co-course director of seminars / symposia / workshop /conference / summer or winter school / training programme / refresher course of duration up to one week: 0.5 mark each, two weeks: 1.0 mark each; 3 weeks: 2.0 marks each.			
22. Head /In-Charge of the Department / In-charge of AICRPs (OIC)/ Sr. Scientist & Head of KVKs / In-charge of central facilities (University/College level) viz., Central Library / Internet cell / Examination cell / ICAR Nodal cell / University level amenities / facilities / BTCC/ VCC/ Central farms/ Instructional farms/ Orchards/ Central Instrumentation Facility/ Laboratory Animal House/ in-charge of livestock/Fish seed production Farm, hatchery etc. 1.0 mark per year/assignment.			
23.Organizing zonal workshops and midterm review meetings / monthly review meetings / Deans, Committee Meetings / SOC meetings / ZREAC meeting / SLREC meetings / Academic council meetings / BOM meetings / special project review meetings: 1.0 mark for each activity per year			
24.Nodal Officers and supporting team members in SLREC / SLEC meeting / rapporteurs at university level meetings: 1.0 mark for per year			

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P.T.O

B	PUBLICATIONS (In each category one can score maximum 12 marks)	20		
B1	Total Mark Under B1 & B2 : 20	Mark Secured	Ref. Page No.	Total Marks
	Research Papers (Full score each for the first & corresponding author, 0.75 score each for other authors). 1. Three best Research papers published during the period of review will be allocated score according to NAAS rating of Scientific Journals, on a scale of 1.0 to 10.0 Total marks scored divided by 1.2 NAAS 4 up to 6 : 4.0 marks, 6 up to 8 : 6.0 marks, 8 or more : 10.0 marks			
	2. Two best Papers in Journals with Impact factor less than 01: 6 marks, between 01 and less than 02 : 8 marks, 02 or more: 10 marks Total marks scored divided by 1.2			
	3. Three best Papers in other recognized and reputed/UGC listed journals (Non-NAAS & Non-impact factor) with ISBN/ISSN number : 2.0 marks for each, Total marks scored divided by 1.2			
B2	Other publications:	Mark Secured	Ref. Page No.	Total Marks
	1. Books authored and published (minimum 100 pages) with ISBN/ISSN : 3.0 marks per author			
	2. E-publication of books (min. 100 pages) with ISBN/ISSN: 2.0 marks per author			
	3. Books edited (minimum 100 pages) with ISBN/ISSN : 1.5 marks for each editor.			
	4. Book chapters authorship with ISBN/ISSN: 1.0 mark for author and co-authors			
	5. Technical/extension/ Training manual developed/conference compendium edited (minimum 25 pages) : 0.5 mark for each author.			
6. Technical/ popular Articles /Extension leaflets /folders/booklets/newsletter /Abstract : 0.5 mark for author				
C	PEER RECOGNITION	10		
	Total Mark Under C: 10	Mark Secured	Ref. Page No.	Total Marks
	1. International/ National Awards / National Academy Fellow : 2.0 marks each			
	2. Fellow in professional societies : 1.5 mark each			
	3. State/University / Professional Society Awards: 1.5 mark each			
4. Post-Doctoral Fellows: 1.5 mark				

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	5. Editor/Co-Editor/Reviewer of a journal of national/international repute/ compendium / souvenir / training manuals: 1.0 mark each assignment / year				
	6. Best Paper, Best oral presentation, Best Posters, Conference prizes / medals / appreciation letters from University/reputed organizations/institutions: 1.0 mark each				
	7. Invited as expert in policy making/planning committee/ advisory committee. For international / national importance; 1.5 mark/each/ year. State/ university importance: 1.0 mark/each/year.				
	8. Positions held in different professional societies: 1.0 mark per year for member of executive, other portfolios :0.5 mark per year, life member: 0.2 mark				
	9. Invited as resource person in seminars / symposia / conference / workshops: 0.25 mark each				
	10. External question setting, review of articles, monitoring, etc.: 1.0 mark for each				
	11. Invited as Experts by State /National Universities/Institutes: 1.0 mark for each				
	12. Special assignments (International organizations, overseas and special national assignments/ consultancies not covered anywhere else in the application: 2.0 mark for each				
	13. Special assignments (University, state assignments/ consultancies not covered anywhere else in the application: 1.0 mark each				
	SELF ASSESSMENT REPORTS (Best 4 years out of 5/6 years)	10			
D	Total Mark Under D: 10	Mark Secured	Ref. Page No.	Total Marks	
	Period of assessment: 4 years with Ph.D , 5 years with M.Phil/PG degree in professional courses /6 years without Ph.D / M.Phil /PG degree (2.5 marks for Outstanding/ 2.0 marks for Very Good /1.5 marks for Good				
	Total	100			

***Enclose supporting documents of the activities for which marks are to be claimed.**

N.B :Minimum qualifying mark 50%

Full Signature of the Applicant_____

ODISHA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY, BHUBANESWAR

CAS API SCORE FORMAT-2018

Name of the Applicant _____

(From Academic Level 12 to 13A and from Academic Level 13A to 14)

ASSESSMENT YEAR _____

Evaluation of Teachers involved in Teaching / Research / Extension / Coordination / Institutional Development Activities

Assessment period 3 years from Academic Level 12 to 13A and from Academic Level 13A to 14

(Total marks under Part-I and Part –II :154)

A	PART-I (CORE ACTIVITIES) (Teaching/Research/Extension/Co-ordination/Institutional Development Activities) Part-I and Part –II score limiting to weightage 40)	Score Assigned by the Candidate			Score assigned by the S.C
		Mark Secured	Ref. Page No.	Total Marks	
	Total Mark Under A1 : 24				
A1	25.Teaching(UG, PG & Ph.D): 0.5 mark for each contact hour taught/course/ semester. (For joint responsibility, the marks will be divided equally) (The above marks will be twice for professional year)				
	26.Student guidance: 1.0 mark for each Master’s Degree awarded as Guide/Chairman, 0.5 mark to Co-Guide/Co-Chairman/Member. 2.5 marks for Ph.D degree awarded as Guide/Chairman and 1.25 marks as Co-guide/Co-Chairman/Member.				
	27.Guidance for UG project work / entrepreneurship programme: 0.5 mark for each				
	28.Invigilation duty/Assisting to External Examiner in evaluation and grade sheet preparation 0.2 mark for each.				
	29.Setting of question papers/evaluation of exam. papers: 0.25 mark/course				
	30.The guided/co-guided/member students qualified ARS/NET/SRF/JRF; Guide/Chairman : 0.5 mark, Co-guide/Co-Chairman/Member: 0.25 mark /student.				
	31.Student mentoring for national level competitions JRF/SRF/GATE coaching. 0.2 mark per class				
	Total Mark Under A2:12				
A2	1. Teaching aids developed & used in teaching. (Subject Handouts, lesson plan, video module, e-learning course materials, practical manuals. 0.5 mark/item/semester (double for professional year)				
	2. Innovation in educational/teaching technology and methodology practiced, evaluated and integrated in the system. 0.5 mark each (Ex. Role play/ Group exercise/ Problem Based Learning(PBL) / use of Video/Audio/simulation technique)				
	3. In-charge of educational tours viz., study tour, industrial visit, field visit, RAWE/ RHWE/ RFHE / FOWE, Internship programme, in-plant training /ELP /EDP for a batch of students: 0.75 mark/assignment/ year				

P.T.O

A3	Total Mark Under A3:24	Mark Secured	Ref. Page No.	Total Marks
	1. GoI/AICRP/AINP/RRTTS/RRTTSS/ Commodity Research Stations projects/ schemes. 1.0 mark for OIC / PI / Main Scientist. 0.5 mark for Co-PI/ Associated scientists per project for every completed year.			
	2. Works related to tissue culture/ germ plasma collection documentation and conservation 0.5 mark for each year of involvement.			
	3. Seed production: Breeder seed : 0.5 mark per hectare per year, Foundation seed: 0.4 mark per hectare per year, Certified / TL seed: 0.25 mark per hectare per year			
	4. QPM and others (bulk crop/fruits/vegetables production, honey, mushroom, fingerlings, egg, chicks, milk, etc.): Main Scientist : 0.25 mark for up to Rs 50,000 (gross income)/year, 0.5 mark for more than Rs 50,000 (gross income)/year; for Associated Scientist: 0.2 mark up to Rs. 50,000 (gross income)/year and 0.25 marks for more than Rs. 50,000 (gross income)/year			
	5. Technology and methodology linkages /convergence established. 0.5 mark for each activity per year.			
	6. Preparation of case studies/success stories 0.5 mark for each activity per year.			
	7. Monitoring, evaluation, impact analysis, compilation of report of AICRP/RRTTS/RRTTSS/Commodity Research Stations projects.0.5 mark for each activity per year.			
	8. Conducting, co-coordinating, and monitoring demonstration and field trials. up to 5.0 hectares 0.5 mark, >5.0 hectares 0.75 mark			
A4	Total Mark Under A4 :12	Mark Secured	Ref. Page No.	Total Marks
	1. Data base management/Expert system developed /Decision support system /models /Apps developed. 0.75 marks for PI/Scientist 0.5 mark for others for each output.	12		
	2. Patent granted and commercialized. 2.5 marks each			
	3. Patent granted. 1.5 marks each			
	4. Technology commercialized (without patent). 1.0 marks each			
	5. Patent registered. 0.5 mark each (For all the above categories on patents/technology, Main Scientist full mark and other Associated scientists 50%)			
	6. Variety registered under PPV & FRA and commercialized: 1.5 marks for each			
	7. Variety registered under PPV & FRA: 1.0 marks for each			
	8. Variety commercialized (without registration under PPV & FRA): 0.5 mark for each (For all the above categories of varieties under PPV & FRA: Developer full mark and other Associated scientists 50%)			

	9. Innovative technology/ farm machines/products /model/ variety/ strain/ breed/ diagnostic kit, registered and commercialized: 1.5 marks each				
	10. Innovative technology/ farm machines/products model/ variety/ strain/ breed/ diagnostic kit, registered : 1.0 mark for each				
	11. Innovative technology/ farm machines/products model/ variety/ strain/ breed/ diagnostic kit, commercialized (without registration): 0.5 mark for each (PI/Developer full mark and other Associated scientists 50%)				
A5	Total Mark Under A5 :24	Mark Secured	Ref. Page No.	Total Marks	
	• Front Line Demonstration conducted: 1.0 mark each.				
	• On-farm trials :1.0 mark each.				
	• Involvement in technology development, assessment /refinement /modification /validation and adoption: 1.0 mark each				
	• Development of innovative ICT based extension tools/Apps/mobile advisory system and used for technology dissemination: 1.0 marks each.				
	• Farming system research and extension units developed and income more than 4 lakhs/year: 2.0 marks each.				
	• Organisation of Exhibitions /Farmers' Mela /Field days/Farmers fair/ Research-Extension-Farmers Interface Meet / Farmers-Scientists interaction: 1.0 mark each.				
	• Service providing activities related to production, processing and distribution of planting material / bio-fertilizer / bio-agent / testing of agricultural implements, analysis of soil / biological samples of animals / plant/microbes / fertilizer materials / seed: 0.5 mark per year for each assignment				
A6	Total Mark Under A6 :12	Mark Secured	Ref. Page No.	Total Marks	
	1. Innovative extension approaches practiced, evaluated and integrated in the system: 0.5 mark each.	12			
	2. Participatory Rural Appraisal (PRA)- yield gap analysis and impact assessment, technology inventory and feedback support:0.5 mark each				
	3. Customized instruction materials, ready reckoners, research/extension monographs, instructional photo gallery developed: 0.5 mark each.				
	4. Development of Video/Radio Programme on Agril. and Allied technology:1.0 marks each.				
	5. Preparation of charts/posters/models/exhibits : 0.25 mark per each.				
	6. Organization of FIG/SHG/FFS/FPO and functioning: 0.5 mark /each.				
	7. Diagnostic visits to the farmer's field/family unit: 0.5 mark for each visit.				
	8. TV talk/Radio talk delivered/ Farmers Advisory issued: 0.25 mark each				

A7	Total Mark Under A7:24	Mark Secured	Ref. Page No.	Total Marks
	1. Assistance in Planning and Coordination (ICAR/RRTTS /RRTTSS /CRS/ AICRPS/KVKs/Colleges/Directorates being handled, funded projects, Processing for release of funds): 0.5 mark per each assignment handled per year.	24		
	2. Assistance in development of Policy document& coordinated for Inter-institutional/Inter-Organizational MoUs signed and implemented:0.5 mark for each.			
	3. Assisted & coordinated for creation of start-ups and establishment of incubation center:0.5 mark for each.			
	4. Assistance in Planning and Coordinating for the conduct of Examinations at University level: 0.5 mark per college per year.			
	5. Assistance in Monitoring and Evaluation (Physical, financial and scientific targets) / Scientific assistance to senior officers, meetings organization, lectures and drafts prepared: 0.5 mark per each project per year.			
	6. Coordinating and Monitoring of evaluation of papers of Examinations result at University level: 0.5 mark per College per year.			
	7. Monitoring conduct of Entrance Examinations at University level: 2.5 marks/year.			
	8. Monitoring the conduct of Recruitment Examinations at University level, 1.0 mark per assignment per year.			
A8	Total Mark Under A8 :12	Mark Secured	Ref. Page No.	Total Marks
	1. Assistance in compilation and preparation/translation of reports/ proceedings for ICAR/Parliament and Assembly questions /RTI replies handled etc. at University/Directorate level: 0.5 mark per each assignment handled per year.	12		
	2. Assistance in compilation and preparation of policy documents for submission to Govt. Depts. / other SAUs/CAUs/SVUs/ICAR/ AIU/ IAUA / UGC/ Other such organizations: 0.5 mark for each activity per year.			
	3. Assistance in planning, conducting counseling and admission of UG, PG and Ph.D programmes of the University : 0.5 mark per year.			
	4. Commercial release/use of the technology attracting revenue to the organization. Rs. 2 to 5 Lakhs: 0.5 mark > Rs. 5 Lakhs: 1.0 mark per year.			
	5. Adoption of concept/methodology/product/technology developed by other research and academic institutions at state and national level and accreditation/recognition received etc.: 1.5 marks per each			

PART-II (NON-CORE ACTIVITIES)**(Teaching/Research/Extension/Co-ordination/Institutional Development Activities)**

A9	Total Mark Under A9 : 10	Mark Secured	Ref. Page No.	Total Marks
	1. Teachers/Scientists either organized/ accompanying with students/farmers during educational tours/ exposure visits /field visits/ industrial visit/ Agri.unifest/ inter-universities competitions/ National day/integration camp celebration. Within state: 0.5 mark. Outside state: 1.0 mark. Abroad: 1.5 marks			
	2. External funded/consultancy project/sponsored trial up to 5.0 lakhs per project.: 0.5 mark for PI / Executive Scientist & 0.25 mark for Co-PI / Associated Scientist for every completed year.			
	3. External funded/consultancy project/sponsored trial > 5.0 lakhs per project.: 0.75 mark for PI / Executive Scientist & 0.5 mark for Co-PI / Associated Scientist for every completed year.			
	4. Infrastructure development (in the form of project) : 5 to 10 lakhs : 0.5 mark Above 10 lakhs : 1.0 mark			
	5. Innovative technology/model/ prototype/genetic stock/ variety/ strain*/ breed/ diagnostic kit, developed/ identified*, Gene bank data added to NCBI database with accession no. 1.0 marks for PI/ Main Scientist(s)/Developer(s) and 0.5 mark for Associated Scientist(s)/Collaborator(s).			
	6. Technology developed, tested and validated in the field (to be certified by the controlling officer): 0.75 marks/each			
	7. Identification/selection of student aspirant entrepreneurs at the university level: 0.5 mark/batch/year, State level: 1.0 mark & National level :1.5 mark /student /year			
	8. Activities related to development/coordination and establishment of start-ups programme: 0.5 mark for each.			
	9. Inter institutional HRD programmes organized/ coordinated/assisted as per Institute mandate: 0.5 mark / assignment per year			
	10. Developed and coordinated Farming System Research/undertaken FSR activities: 0.5 mark/ each.			
	11. Coordinated farmers/students exposure visit/educational tours ,minimum one week duration: 0.5 mark/assignment/year.			
	12. Simulation model/educational games /graphics/decision support system/ models / Apps, developed etc. in relation to the University mandate: 1.0 mark each.			
	13. Field day/ farmers fair/ demonstration/ exhibitions/campaigns/rallies/camps organized : 0.5 mark each			

14. Institution building (Only clearly defined major contributions) as Chairperson /Member of University or College/ Station level Cells, Councils and Committees and in-charge university level exam/ UG academic advisor/ research advisor/ tabulators/other similar activities 0.25 mark each.				
15. In-charge of academic related assignments at college level such as examinations, time table/ semester calendar , seminar, labs and other non-academic assignments such as college garden, placement, report return, library, student/staff amenities, Activities under Academic Management system (AMS) portal: 0.25 mark per year for each assignment.				
16. Additional assignments at University level viz. hostel superintendent/asst. superintendent/nodal officer/secretary sports/cultural council/ programme co-ordinator/university library / other similar assignments: 0.25 mark per year for each assignment.				
17. Additional assignments at college level, viz., Secretary sports / cultural council, Programme Coordinators, Programme officer NSS, OIC NCC, Students' union advisor, Vice-President of Cultural/Athletic/Dramatic society: 0.25 mark for each assignment.				
18. Professional Development activities: participation and presentation in national level seminar / conference / symposia / workshop / AGM / Germplasm day / QRT / PRT / ICAR Monitoring team member: 0.25 mark for each assignment.				
19. Participation in short term training/ refresher and orientation course / winter school / summer school / CAFT / faculty development programme / certificate course / MOOC / workshop / research methodology: 0.25 mark for each participation				
20. Duties in VCC/Farms/ Advisory Services/ animal post-mortem/ clinical diagnosis /technical consultancy to Govt. 0.25 mark/ assignment.				
21. Organizing capacity building programmes as members of organizing committee viz., Convener or co-convener /organizing/ co-organizing secretary /course director / co-course director of seminars / symposia / workshop /conference / summer or winter school / training programme / refresher course of duration up to one week: 0.25 mark each, two weeks: 0.5 mark each; 3 weeks: 1.0 marks each.				
22. Head / In-Charge of the Department / In-charge of AICRPs (OIC) / Sr. Scientist & Head of KVKs / In-charge of central facilities (University/College level) viz., Central Library / Internet cell / Examination cell / ICAR Nodal cell / University level amenities / facilities / BTCC / VCC/ Central farms/ Instructional farms/ Orchards/ Central Instrumentation Facility/ Laboratory Animal House/ in-charge of livestock/Fish seed production Farm, hatchery etc.: 0.5 marks per year/assignment.				

	23. Organizing zonal workshops and midterm review meetings / monthly review meetings / Deans, Committee Meetings / SOC meetings / ZREAC meeting / SLREC meetings / Academic council meetings / BOM meetings / special project review meetings: 0.5 mark for each activity per year				
	24. Nodal Officers and supporting team members in SLREC / SLEC meeting / rapporteurs at university level meetings : 0.5 mark for per year				
B	PUBLICATIONS				
	Total Mark Under B1&B2 : 20 (One can score maximum 12 marks under B1)	Mark Secured	Ref. Page No.	Total Marks	
B1	Research Papers (Full score for the first & corresponding author, 0.75 score for other authors. 4. Three best Research papers published during the period of review will be allocated score according to NAAS rating of Scientific Journals, on a scale of 1.0 to 10.0 Total marks scored divided by 1.2 NAAS 4 up to 6 : 4.0 marks, 6 up to 8 : 6.0 marks, 8 or more : 10.0 marks				
	5. Two best Papers in Journals with Impact factor less than 01: 6 marks, between 01 and less than 02 : 8 marks, 02 or more: 10 marks Total marks scored divided by 1.2				
	6. Three best Papers in other recognized and reputed/UGC listed journals (Non-NAAS & Non-impact factor) with ISBN/ISSN number : 2.0 marks for each Total marks scored divided by 1.2				
	One can score maximum 12 marks under B2	Mark Secured	Ref. Page No.	Total Marks	
B2	Other publications: 1. Books authored and published (minimum 100 pages) with ISBN/ ISSN: 1.5 mark per author.				
	2. E-publication of books (min. 100 pages) with ISBN/ISSN : 1.0 mark per author.				
	3. Books edited (minimum 100 pages) with ISBN/ISSN : 0.75 mark for each editor.				
	4. Book chapters authorship with ISBN/ISSN : 0.5 mark for author and co-authors				
	5. Technical / extension / Training manual developed/conference compendium edited (minimum 25 pages): 0.5 mark for each author.				
	6. Technical / popular articles / extension leaflets / folders / booklets / newsletter / abstract : 0.25 mark for author and co-authors.				
C	PEER RECOGNITION				
	Total Mark Under C : 12	Mark Secured	Ref. Page No.	Total Marks	
	1. International / National Awards / National Academy Fellow: 1.5 marks each				
	2. Fellow in professional societies: 1.0 mark each				

	3. State/University / Professional Society Awards: 1.0 mark each				
	4. Post-Doctoral Fellows: 1.0 mark				
	5. Editor/Co-Editor/Reviewer of a journal of national/international repute/ compendium / souvenir / training manuals: 0.5 mark each assignment / year				
	6. Best Paper, Best oral presentation, Best Posters, Conference prizes / medals / appreciation letters from University/reputed organizations/institutions: 0.5 mark each				
	7. Invited as expert in policy making/planning committee/ advisory committee. For international / national importance: 1.0 mark/each/ year. State/ university importance: 0.5 mark/each/year.				
	8. Positions held in different professional societies : 0.75 mark per year for member of executive, other portfolios: 0.25 mark per year, Life member: 0.2 mark.				
	9. Invited as resource person in seminars / symposia / conference / workshops: 0.25 mark each. 10. External question setting, review of articles, monitoring, etc.: 0.5 mark for each.				
	11. Invited as Experts by State /National Universities/Institutes: 0.5 mark for each.				
	12. Special assignments (International organizations, overseas and special national assignments/ consultancies not covered anywhere else in the application: 1.0 mark for each 13. Special assignments (University, state assignments/ consultancies not covered anywhere else in the application: 0.5 mark each				
D	SELF ASSESSMENT REPORTS (Best two out of three years)	8			
	3 years from Academic Level 12 to 13A 3 years from Academic Level 13A to 14 (4.0 marks for Outstanding/ 3.0 marks for Very Good /2.0 marks for Good)				
	Total	80			
	Interview	20			
	Total	100			

Enclose supporting documents of the activities for which marks are to be claimed.

N.B: Minimum qualifying mark 50%