Govt. of Maharashtra
Department of Higher Education

Institute of Forensic Science

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Name of Department: Digital and Cyber Forensic

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

Under CAS Promotion for: AL 10 to AL 11

For

Faculty of   Science

Reference: i) The Gazette of India: Extraordinary, Part III Section 4 dated 18th July, 2018
ii) Government of Maharashtra Misc. – 2018.CR 56/18/ UNI1 date 8th March, 2019
iii) Government of Maharashtra Misc. – 2018.CR 56/18/ UNI1 date 10th May, 2019

PART A: GENERAL INFORMATION AND ACADEMIC BACKGROUND

1   Name (in Block Letters)   :

2   Department   :

3   Current Designation & Academic   :
     Level

4   Date of last Promotion   :

5   Current position and Academic Level   :
     are you an applicant under CAS

6   The designation and grade pay   :
     applied for under CAS

7   Date of eligibility for promotion   :

8   Address (with Pin code)   :

Telephone / Mobile No   :

E-mail   :

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

Examinations	Name of the Board / University	Year of Passing	Percentage of Marks Obtained	Division / Class / Grade	Subject

10. **Research Degree(s):**

Degrees	Title	Date of Award	Name of University
M. Phil.	---Nil---		
Ph.D.	---Nil---		

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

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

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

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

13 **Period of teaching experience :**

P.G. Classes (In Years):

U.G. Classes (In Years):

14 **Research Experience excluding years spent in M. Phil. / Ph. D. (In Years): Nil**

15 **Fields of Specialization under the Subject / Discipline :**

1.

16 **Human Resource Development Center Orientation / Refresher Course / FDP/ MOOC / One-Two week courses   attended so far:**

Name of the Course	Place	Duration	Name of Organizer

Place:

Date: **Name:**

Table 1

Assessment Criteria and Methodology for University/Institute Teachers

Sr. No.	Nature of Activity	Description of Activity	Self Appraisal score							Verified API score						
			Assessment Period						Overall Grading	Assessment Period						Overall Grading
			Yr. 14-15	Yr. 15-16	Yr. 16-17	Yr. 17-18	Yr. 18-19	Yr. 19-20		Yr. 14-15	Yr. 15-16	Yr. 16-17	Yr. 17-18	Yr. 18-19	Yr. 19-20	
1	**Teaching:** (Number of classes taught/total classes assigned) x100% (Classes taught includes sessions on tutorials, lab and other teaching related activities)	**i)Good:** 80 % & above **ii) Satisfactory** :Below 80% but 70% &above **iii) Not satisfactory:** Less than 70% (Lectures, Practical, Tutorials, Project Supervision, field work, group discussion seminars, any other.)														
2	Involvement in the University/College students related activities/research activities	**i) Good :** Involved in at least 3 activities **ii) Satisfactory :**1-2 activities **iii) Not-satisfactory:** Not involved/ undertaken any of the activities.														

Note:

1. **Assistant Professor (Academic Level 10) to Assistant Professor (Senior Scale/ Academic Level 11)** : He/she gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be.

2. **Assistant Professor (Senior Scale/ Academic Level 11) to Assistant Professor (Selection Grade/ Academic Level 12):**He/she gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four of the last five years of the assessment period.

3. **Assistant Professor (Selection Grade/Academic Level 12) to Associate Professor (Academic Level 13A):** He/she gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period

4. **Associate Professor (Academic Level 13A) to Professor (Academic Level 14):** The teacher gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period, as per Appendix II, Table 1 and at least 110 research score as per Appendix II, Table 2.

Table 2

Methodology for University and College Teachers for calculating Academic/Research Score

RESEARCH AND ACADEMIC CONTRIBUTIONS

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

Academic / Research Activity	Self-Appraisal score (Entire Period from 19/08/2014 to 19/08/2020)							Verified API score (Entire Period from 19/08/2014 to 19/08/2020)						
	Yr. 14-15	Yr. 15-16	Yr. 16-17	Yr. 17-18	Yr. 18-19	Yr. 19-20	Assessment Period	Yr. 14-15	Yr. 15-16	Yr. 16-17	Yr. 17-18	Yr. 18-19	Yr. 19-20	Assessment Period
1	2	3	4	5			6	7	8	9	10	9	9	11
(1) Research Papers in Peer-Reviewed or UGC listed Journals	-													
(2) Publications (other than Research papers														
(3) Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula														
(4) Research Guidance														
(5) Patents														
(6) Invited lectures / Resource Person/ paper presentation in Seminars/ Conferences/full paper in Conference Proceedings	-													
Grand Total of Table 2: (1) + (2) + (3) + (4) + (5) + (6)														

<u>UNDERTAKING</u>

I   undertake that the information provided is correct as per records submitted by me to Institute and documents enclosed along with the duly filled in PBAS Performa.

Date: **Signature of the faculty with**
Place:

Date: / /   **Signature**
Place: **Head of Department**

Verified by Internal Quality Assurance Cell (IQAC) ………….

Date: **Signature**
Place: **Coordinator - IQAC**

Director

Institute of Forensic Science,

Mumbai 400032

Verified and recommended / not recommended by Selection Committee Members for

AL 10 to AL 11i. e. AGP 6000 to AGP 7000

_____ of PBAS Consolidated Proforma is recommended for the promotion under CAS from _____with effect from the date as mentioned below:

Sr. No.	Name of the Candidate	Date of Joining Assistant Professor (AL 10/AGP 6000)	Date of promotion to Assistant Professor (AL 11/ AGP Rs. 7000)	Remark

Signature of:

Sr. No.	Committee member	Signature
1.	Director of Higher Education-Chairman	
2.	Joint Director of Higher Education-Reservation Representative	
3.	Principle/Director of the College /Institute-Member	
4.	Subject Expert: I Member	
5.	Subject Expert: II Member	
6.	Under Secretary/Desk officer, Collegiate Branch Mantralaya, Mumbai	
7.	Joint Director of Higher Education(HQ),Pune-Member Secretary	

Date: /   /

Verified and recommended / not recommended by Selection Committee Members for

_____ of PBAS Consolidated Proforma is recommended for the promotion under CAS from _____ _with effect from the date as mentioned below:

Sr. No.	Name of the Candidate	Date of Joining Assistant Professor (AL 10/AGP 6000)	Date of promotion to Assistant Professor (AL 11/ AGP Rs. 7000)	Remark

Signature of:

Sr. No.	Committee member	Signature
1.		
2.		
3.		
4.		
5.		
6.		
7.		

Date: /   /