



Anil Saxena
Registrar

OFFICE OF THE REGISTRAR
RAJMATA VIJAYARAJE SCINDIA KRISHI VISHWA VIDYALAYA
GWALIOR (M.P.) 474002

Ph:- 0751-2970519 (O) 0751-2970522 (Fax)
E-mail- registrar.rvskvv09@gmail.com

No./Reg./Estt.1/17th CAS/2022/1235

Dated: 08/4/2022

//NOTIFICATION//

Applications are invited on the prescribed proforma from the Assistant Professor/Scientist/Subject Matter Specialist and Associate Professor/Senior Scientist (in duplicate), who fulfill the requisite years of service in the particular stage/cadre and other eligibility criteria up to 31.03.2022 for up-gradation to the next higher grade. Those who have not been upgraded in previous 16th round of CAS shall apply afresh. The applications complete in all respect duly verified and forwarded by the controlling officer along with option for discipline on the prescribed proforma (the specimen copy enclosed along with list of disciplines) must reach in the office of the Registrar, RVSKVV, Raja Pancham Singh Marg, Gwalior-474002 (M.P.) through proper channel latest by 31.05.2022 up to 05:30 PM positively. If at any time it is noticed/found that the information supplied or entries made in the proforma is not correct, incomplete or in contradiction, the upgradation shall be liable to be summarily terminated/or shall be subject to disciplinary action. The applications received after 31.05.2022 will not be considered.

Enclosure: Form of option for disciplines, Proforma-I,
Declaration, Vigilance Clearance Certificate
& Annexure-I

By the order of Hon'ble Vice Chancellor


REGISTRAR

Dated: 08/4/2022

Endt. No./Reg./Estt.1/17th CAS/2022/1236

Copy forwarded to:- for information necessary action.

1. Dean Faculty of Agriculture RVSKVV, Gwalior.
2. Director Instruction/Research Services/Extension Services, RVSKVV, Gwalior.
3. Dean College of Agriculture/Horticulture, Gwalior/Indore/Sehore/Khandwa/Mandsaur.
4. Head of the Department, RVSKVV, Gwalior. (All)
5. A.D.R, Zonal Agricultural Research Station, Morena/Khargone/Jhabua.
6. Officer Incharge, Regional Agricultural Research Station. (All)
7. Senior Scientist & Head, All KVKs.
8. Incharge Portal RVSKVV, Gwalior for uploading the notification on V.V. website.
9. P.S. to Hon'ble Vice-Chancellor, RVSKVV, Gwalior.

The application form can be downloaded from the V.V. website www.rvskvv.net.


REGISTRAR

FORM OF OPTION FOR DISCIPLINES

I, (Name of the Teacher)
..... (Designation)

(Place of posting) is submitting an application in response to notification No. Reg./Estt.1/17th
CAS/2022/..... dated for assessment for:

- Placement as Assistant Professor (A.G.P. Rs. 7000/-)
- Placement as Assistant Professor (A.G.P. Rs. 8000/-)
- Placement as Associate Professor (A.G.P. Rs. 9000/-)
- Placement as Professor (A.G.P. Rs. 10000/-)

(Strike off which are not applicable)

2. In accordance with the decision notified vide notification No. Reg./Estt.1/17th
CAS/2022/.....dated....., I,
(name of the teacher) hereby opt that my candidature for the above placement/upgradation may be
considered in the Discipline as shown hereunder:

S.No.	Name of the Discipline
Note: The list of disciplines for option is attached. The candidates who have already opted the discipline earlier should stick to that discipline.	

Place :

Signature:

Date :

Name:

Designation:

CERTIFICATE OF FORWARDING OFFICER

Shri/Dr. as
submitted his option It is certified that the contents of notification
No./Reg./Estt.1/17th CAS/2022/.....dated have been brought to his/her
notice and he/she has understood the same.

Place :

Signature:

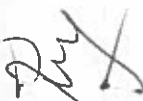
Date :

Designation:
with official seal



LIST OF DISCIPLINES

S. No.	NAME OF THE DISCIPLINE
I. AGRICULTURE	
01.	AGRICULTURE CHEMISTRY
02.	AGRICULTURE ENTOMOLOGY
03.	AGRONOMY (CROP PRODUCTION)
04.	AGRONOMY (WEED SCIENCE)
05.	AGRONOMY (CROP WATER MANAGEMENT)
06.	BIO-CHEMISTRY (PLANT SCIENCE)
07.	BIO- TECHNOLOGY (AGRICULTURE SCIENCE)
08.	ECONOMIC BOTANY
09.	MEDICINAL & AROMATIC PLANTS
10.	HORTICULTURE - FRUIT SCIENCE
11.	HORTICULTURE_ FLORICULTURE
12.	HORTICULTURE - VEGETABLE SCIENCE
13.	MICROBIOLOGY (AGRICULTURE)
14.	NEMATOLOGY (AGRICULTURE)
15.	PLANT GENETICS & BREEDING
16.	PLANT PATHOLOGY
17.	PLANT PHYSIOLOGY (AGRICULTURE & HORTICULTURAL CROPS)
18.	SEED TECHNOLOGY
19.	SOIL SCIENCE - PEDOLOGY
20.	SOIL SCIENCE - SOIL CHEMISTRY/FERTILITY/MICROBIOLOGY
21.	SOIL SCIENCE - SOIL PHYSICS/WATER CONSERVATION
22.	FOOD & NUTRITION
23.	HOME SCIENCE
24.	FORESTRY
25.	AGRICULTURAL ECONOMICS & FARM MANAGEMENT
26.	AGRICULTURAL EXTENSION & RURAL SOCIOLOGY
27.	FOOD SCIENCE & TECHNOLOGY
28.	SOIL & WATER MANAGEMENT
II. AGRICULTURAL ENGINEERING	
01.	AGRICULTURAL STRUCTURE & ENVIRONMENTAL ENGINEERING
02.	ELECTRICAL ENGINEERING
03.	ELECTRONICS & INSTRUMENTATION
04.	FARM MACHINERY & POWER
05.	MECHANICAL ENGINEERING
06.	SOIL & WATER ENGINEERING
07.	COMPUTER APPLICATION IN AGRICULTURE
08.	DAIRY ENGINEERING & PROCESSING
09.	POST HARVEST PROCESS & FOOD ENGINEERING
10.	ENVIRONMENTAL SCIENCE
11.	ENERGY IN AGRICULTURE
III. BASIC SCIENCE & HUMANITIES	
01.	AGRICULTURAL METEOROLOGY
02.	MATHEMATICS & AGRICULTURAL STATISTICS
03.	ELECTRONICS & INSTRUMENTATION
IV. OTHERS	
01.	LIVESTOCK PRODUCTION & MANAGEMENT
02.	ANY OTHER DISCIPLINE



**APPLICATION FORM FOR NEW CAREER ADVANCEMENT SCHEME UNDER
REVISED SCALE EFFECTIVE FROM 1.1.2009
ASSISTANT PROFESSOR (AGP Rs. 6000) TO ASSISTANT PROFESSOR (AGP Rs. 7000)**

(To be submitted in duplicate along with soft copy in .pdf format)

1	Name of applicant	
2	Designation	
3	Discipline / Department	
4	Date of Birth	
5	Date of award of degree (i) Master's degree (Actual Name of degree) (ii) M.Phil. (iii) Ph.D. Date of Registration Date of award (attach documentary proof)	
6	Date of first joining the University with name of post	
7	Date and Place of joining at present place - College / Research Station / KVK	
8	Date of joining the post of Assistant Professor- (Rs. 15600-39100 + AGP Rs.6000/-) or its corresponding pre revised scale	
9	Present pay in pay band and AGP (enclose documentary proof)	
10	Date of clearance of probation period and terms & conditions of appointment order (enclose copy of administrative order)	
(i)	Date of completion of 6 years services in Assistant Professor (Rs.15600-39100 + AGP Rs.6000/-) or its corresponding pre revised scale for those who do not have Ph.D./ M.Phil./ M.Tech./ M.Sc (Ag.)/(Hort.)/(Forestry)/M.V.Sc./M.F.Sc.	
(ii)	Date of completion of 5 years services in Assistant Professor (Rs. 15600-39100 + AGP Rs. 6000/-) or its corresponding pre-revised scale for those with M Phil degree/M.Tech./M.Sc. (Ag.)/(Hort.)/(Forestry)/M.V.Sc./M.F.Sc.	
(iii)	Date of completion of 4 years services in Assistant Professor (Rs.15600-39100 + AGP Rs. 6000/-) or its corresponding pre-revised scale with Ph.D. degree	
11(a)	Have you applied for upgradation under CAS in V.V. Notification No./Reg./Estt.1/16 th CAS/2019/1301 dated 28.05.2019	
11(b)	If yes, date of eligibility in 16 th CAS	
12	Details of work performance be furnished in Annexure-I)	



Signature & Name of applicant

DECLARATION

I declare that all the information furnished regarding the accomplishments made under different heads pertains **only to the period of assessment** and the entries made in this form are true, correct and complete to the best of my knowledge and belief and nothing has been concealed / distorted / exaggerated. If at any time, a contradiction is found/ noticed, my upgradation shall be liable to be summarily terminated without notice and / or I shall be subjected to disciplinary action.

Date:

Signature of the Applicant

Place:

A handwritten signature in black ink, appearing to be 'S. S. S.', is located at the bottom center of the page.

VIGILANCE CLEARANCE CERTIFICATE

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

Certified that the undersigned has physically and personally verified the service record of the applicant Dr./Shri/Miss/Mrs. Designation and thereupon certify that:

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

OR

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

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

OR

The major / minor penalties have been imposed on him / her during his / her services at the Vishwa Vidyalaya are listed hereunder:

Dated:

Signature of the Dean of the College / ADR /
Incharge Research Station/ Sr. Scientist & Head, K.V.K.

* Strike out which is not applicable

CERTIFICATE OF CONTROLLING / FORWARDING OFFICER

Certified that all the information furnished by Dr./ Shri Designation regarding the accomplishments made under different heads pertains **only to the period of assessment** and the entries made in this form have been verified from official record and found true and correct. This is also certified that applicant has enclosed all the desired documents.

Signature of the Dean of the College / ADR /
Incharge Research Station/ Sr. Scientist & Head, K.V.K.

Date:

Place:



**APPLICATION FORM FOR NEW CAREER ADVANCEMENT SCHEME UNDER
REVISED SCALE EFFECTIVE FROM 1.1.2009
ASSISTANT PROFESSOR (AGP Rs. 7000) TO ASSISTANT PROFESSOR (AGP Rs. 8000)
(To be submitted in duplicate along with soft copy in .pdf format)**

1	Name of applicant	
2	Designation	
3	Discipline / Department	
4	Date of Birth	
5	Date of award of degree (i) Master's degree (Actual Name of degree) (ii) M.Phil. (iii) Ph.D. Date of Registration Date of award (attach documentary proof)	
6	Date of first joining the University with name of post	
7	Date and Place of joining at present place - College / Research station / KVK	
8	Date of joining the post of Assistant Professor- (Rs. 15600-39100 + AGP Rs.6000/-) or its corresponding pre revised scale	
9	Present pay in pay band and AGP (enclose documentary proof)	
10	Date of upgradation as Assistant Professor in the scale of Rs. 15600-39100 + AGP Rs.7000/- or its corresponding pre- revised scale (enclose copy of administrative order)	
11	Date of completion of 5 years services in Assistant Professor (Rs.15600-39100 + AGP Rs. 7000/-) or its corresponding pre-revised scale	
12 (a)	Have you applied for upgradation under CAS in V.V. Notification No./Reg./Estt.1/16 th CAS/2019/1301 dated 28.05.2019	
12 (b)	If yes, date of eligibility in 16 th CAS	
13	Details of work performance be furnished in Annexure-I)	

Signature & Name of applicant



DECLARATION

I declare that all the information furnished regarding the accomplishments made under different heads pertains **only to the period of assessment** and the entries made in this form are true, correct and complete to the best of my knowledge and belief and nothing has been concealed / distorted / exaggerated. If at any time, a contradiction is found / noticed, my upgradation shall be liable to be summarily terminated without notice and / or I shall be subjected to disciplinary action.

Date:

Signature of the Applicant

Place:

A handwritten signature in black ink, consisting of a stylized 'S' followed by a long horizontal stroke.

VIGILANCE CLEARANCE CERTIFICATE

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

Certified that the undersigned has physically and personally verified the service record of the applicant Dr./Shri/Miss/Mrs. Designation and thereupon certify that:

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

OR

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

OR

The major / minor penalties have been imposed on him / her during his / her services at the Vishwa Vidyalaya are listed hereunder:

Dated:

Signature of the Dean of the College / ADR /
Incharge Research Station/ Sr. Scientist & Head, K.V.K.

* Strike out which is not applicable

CERTIFICATE OF CONTROLLING / FORWARDING OFFICER

Certified that all the information furnished by Dr./ Shri Designation regarding the accomplishments made under different heads pertains **only to the period of assessment** and the entries made in this form have been verified from official record and found true and correct. This is also certified that applicant has enclosed all the desired documents.

Signature of the Dean of the College / ADR /
Incharge Research Station/ Sr. Scientist & Head, K.V.K.

Date:

Place:



**APPLICATION FORM FOR NEW CAREER ADVANCEMENT SCHEME UNDER
REVISED SCALE EFFECTIVE FROM 1.1.2009
ASSISTANT PROFESSOR (AGP Rs. 8000) TO ASSOCIATE PROFESSOR (AGP Rs. 9000)**

(To be submitted in duplicate along with soft copy in .pdf format)

1	Name of applicant	
2	Designation	
3	Discipline / Department	
4	Date of Birth	
5	Date of award of degree (i) Master's degree (Actual Name of degree) (ii) M.Phil. (iii) Ph.D. Date of Registration Date of award (attach documentary proof)	
6	Date of first joining the University with name of post	
7	Date and Place of joining at present place - College / Research Station / KVK	
8	Date of joining the post of Assistant Professor- (Rs. 15600- 39100 + AGP Rs. 6000/-) or its corresponding pre revised scale	
9	Present pay in pay band and AGP (enclose documentary proof)	
10	Date of upgradation as Assistant Professor in the scale of Rs. 15600-39100 + AGP Rs.7000/- or its corresponding pre revised scale (enclose copy of administrative order)	
11	Date of upgradation as Assistant Professor in the scale of Rs. 15600-39100 + AGP Rs.8000/- or its corresponding pre revised scale (enclose copy of administrative order)	
12(a)	Date of completion of 3 years of services in Assistant Professor (Rs. 15600-39100 + AGP Rs.8000/-) or its corresponding pre revised scale	
12(b)	Have you applied for upgradation under CAS in V.V. Notification No./Reg./Estt.1/16 th CAS/2019/1301 dated 28.05.2019	
13	If yes, date of eligibility in 16 th CAS	
	Details of work performance be furnished in Annexure-I)	



Signature & Name of applicant

DECLARATION

I declare that all the information furnished regarding the accomplishments made under different heads pertains **only to the period of assessment** and the entries made in this form are true, correct and complete to the best of my knowledge and belief and nothing has been concealed / distorted / exaggerated. If at any time, a contradiction is found/ noticed, my upgradation shall be liable to be summarily terminated without notice and / or I shall be subjected to disciplinary action.

Date:

Signature of the Applicant

Place:

A handwritten signature in black ink, consisting of stylized, overlapping loops and a long horizontal stroke extending to the right.

VIGILANCE CLEARANCE CERTIFICATE

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

Certified that the undersigned has physically and personally verified the service record of the applicant Dr./Shri/Miss/Mrs. Designation and thereupon certify that:

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OR

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

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

OR

The major / minor penalties have been imposed on him / her during his / her services at the Vishwa Vidyalaya are listed hereunder:

Dated:

Signature of the Dean of the College / ADR /
Incharge Research Station/ Sr. Scientist & Head, K.V.K.

* Strike out which is not applicable

CERTIFICATE OF CONTROLLING / FORWARDING OFFICER

Certified that all the information furnished by Dr./ Shri Designation regarding the accomplishments made under different heads pertains **only to the period of assessment** and the entries made in this form have been verified from official record and found true and correct. This is also certified that applicant has enclosed all the desired documents.

Signature of the Dean of the College / ADR /
Incharge Research Station/ Sr. Scientist & Head, K.V.K.

Date:

Place:



**APPLICATION FORM FOR NEW CAREER ADVANCEMENT SCHEME UNDER
REVISED SCALE EFFECTIVE FROM 1.1.2009
ASSOCIATE PROFESSOR (AGP Rs. 9000) TO PROFESSOR (AGP Rs. 10000)**

(To be submitted in duplicate along with soft copy in .pdf format)

1	Name of applicant	
2	Designation	
3	Discipline / Department	
4	Date of Birth	
5	Date of award of degree (i) Master's degree (Actual Name of degree) (ii) M.Phil. (iii) Ph.D. Date of Registration Date of award (attach documentary proof)	
6	Date of first joining the University with name of post	
7	Date and Place of joining at present place - College / Research Station / KVK	
8	Date of joining the post of Assistant Professor- (Rs. 15600-39100 + AGP Rs. 6000/-) or its corresponding pre revised scale	
9	Present pay in pay band and AGP (enclose documentary proof)	
10	Date of upgradation as Assistant Professor in the scale of Rs. 15600-39100 + AGP Rs.7000/- or its corresponding pre revised scale (enclose copy of administrative order)	
11	Date of upgradation as Assistant Professor in the scale of Rs. 15600-39100 + AGP Rs.8000/- or its corresponding pre revised scale (enclose copy of administrative order)	
12	Date of upgradation as Associate Professor in the scale of Rs. 37400-67000 + AGP Rs.9000/- or its corresponding pre-revised scale (enclose copy of administrative order)	
13	Date of completion of 3 years of services in Associate Professor (Rs. 37400-67000 + AGP Rs. 9000/-) or its corresponding pre-revised scale	
13 (a)	Have you applied for upgradation under CAS in V.V. Notification No./Reg./Estt.1/16 th CAS/2019/1301 dated 28.05.2019	
13 (b)	If yes, date of eligibility in 16 th CAS	
	Details of work performance be furnished in Annexure-I)	

Signature & Name of applicant

DECLARATION

I declare that all the information furnished regarding the accomplishments made under different heads pertains **only to the period of assessment** and the entries made in this form are true, correct and complete to the best of my knowledge and belief and nothing has been concealed / distorted / exaggerated. If at any time, a contradiction is found/ noticed, my up-gradation shall be liable to be summarily terminated without notice and / or I shall be subjected to disciplinary action.

Date:

Signature of the Applicant

Place:

A handwritten signature in blue ink, appearing to be 'Prof', is located at the bottom center of the page.

VIGILANCE CLEARANCE CERTIFICATE

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

Certified that the undersigned has physically and personally verified the service record of the applicant Dr./Shri/Miss/Mrs. Designation and thereupon certify that:

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Dated:

**Signature of the Dean of the College / ADR /
Incharge Research Station/ Sr. Scientist & Head, K.V.K.**

* Strike out which is not applicable

CERTIFICATE OF CONTROLLING / FORWARDING OFFICER

Certified that all the information furnished by Dr./ Shri Designation regarding the accomplishments made under different heads pertains **only to the period of assessment** and the entries made in this form have been verified from official record and found true and correct. This is also certified that applicant has enclosed all the desired documents.

**Signature of the Dean of the College / ADR /
Incharge Research Station/ Sr. Scientist & Head, K.V.K.**

Date:

Place:



**APPLICATION FORM FOR NEW CAREER ADVANCEMENT SCHEME UNDER
REVISED SCALE EFFECTIVE FROM 1.1.2009
PHYSICAL EDUCATION
ASSISTANT PROFESSOR (AGP Rs. 6000) TO ASSISTANT PROFESSOR (AGP Rs. 7000)
(To be submitted in duplicate along with soft copy in .pdf format)**

1	Name of applicant	
2	Designation	
3	Discipline / Department	
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8	Date of joining the post of Assistant Professor- (Rs 15600- 39100 + AGP Rs.6000/-) or its corresponding pre revised scale	
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(i)	Date of completion of 6 years services in Assistant Professor (Rs. 15600-39100 + AGP Rs.6000/-) or its corresponding pre revised scale for those who do not have Ph D/ M Phil / M.Tech/ M.Sc (Ag.)/(Hort.)/(Forestry)/M.V.Sc./M.F.Sc.	
(ii)	Date of completion of 5 years services in Assistant Professor (Rs. 15600-39100 + AGP Rs.6000/-) or its corresponding pre revised scale for those with M Phil degree/M.Tech/ M.Sc (Ag.)/(Hort.)/(Forestry)/M.V.Sc./ M.F.Sc.	
(iii)	Date of completion of 4 years services in Assistant Prof. (Rs. 15600-39100 + AGP Rs.6000/-) or its corresponding pre revised scale with Ph D degree	
11(a)	Have you applied for upgradation under CAS in V.V. Notification No./Reg./Estt.1/16 th CAS/2019/1301 dated 28.05.2019	
11(b)	If yes, date of eligibility in 16 th CAS	
12	Details of work performance be furnished in Annexure-I)	



Signature & Name of applicant

DECLARATION

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Date:

Signature of the Applicant

Place:

A handwritten signature in black ink, consisting of stylized, overlapping loops and a long diagonal stroke extending upwards and to the right.

VIGILANCE CLEARANCE CERTIFICATE

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

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Dated:

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* Strike out which is not applicable

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Date:

Place:



**APPLICATION FORM FOR NEW CAREER ADVANCEMENT SCHEME UNDER
REVISED SCALE EFFECTIVE FROM 1.1.2009
PHYSICAL EDUCATION
ASSISTANT PROFESSOR (AGP Rs. 7000) TO ASSISTANT PROFESSOR (AGP Rs. 8000)
(To be submitted in duplicate along with soft copy in .pdf format)**

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9	Present pay in pay band and AGP (enclose documentary proof)	
10	Date of upgradation as Assistant Professor in the scale of Rs. 15600-39100 + AGP Rs.7000/- or its corresponding pre revised scale (enclose copy of administrative order)	
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12(a)	Have you applied for upgradation under CAS in V.V. Notification No./Reg./Estt.1/16 th CAS/2019/1301 dated 28.05.2019	
12(b)	If yes, date of eligibility in 16 th CAS	
13	Details of work performance be furnished in Annexure-I)	



Signature & Name of applicant

DECLARATION

I declare that all the information furnished regarding the accomplishments made under different heads pertains **only to the period of assessment** and the entries made in this form are true, correct and complete to the best of my knowledge and belief and nothing has been concealed / distorted / exaggerated. If at any time, a contradiction is found/ noticed, my up-gradation shall be liable to be summarily terminated without notice and / or I shall be subjected to disciplinary action.

Date:

Signature of the Applicant

Place:

A handwritten signature in blue ink, consisting of stylized, cursive letters, likely representing the applicant's name.

VIGILANCE CLEARANCE CERTIFICATE

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

Certified that the undersigned has physically and personally verified the service record of the applicant Dr./Shri/Miss/Mrs. Designation and thereupon certify that:

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Dated:

**Signature of the Dean of the College / ADR /
Incharge Research Station/ Sr. Scientist & Head, K.V.K.**

* Strike out which is not applicable

CERTIFICATE OF CONTROLLING / FORWARDING OFFICER

Certified that all the information furnished by Dr./ Shri Designation regarding the accomplishments made under different heads pertains **only to the period of assessment** and the entries made in this form have been verified from official record and found true and correct. This is also certified that applicant has enclosed all the desired documents.

**Signature of the Dean of the College / ADR /
Incharge Research Station/ Sr. Scientist & Head, K.V.K.**

Date:

Place:



**APPLICATION FORM FOR NEW CAREER ADVANCEMENT SCHEME UNDER
REVISED SCALE EFFECTIVE FROM 1.1.2009
PHYSICAL EDUCATION
ASSISTANT PROFESSOR (AGP Rs. 8000) TO ASSOCIATE PROFESSOR (AGP Rs. 9000)
(To be submitted in duplicate along with soft copy in .pdf format)**

1	Name of applicant	
2	Designation	
3	Discipline / Department	
4	Date of Birth	
5	Date of award of degree (i) Master's degree (Actual Name of degree) (ii) M.Phil. (iii) Ph.D. Date of Registration Date of award (attach documentary proof)	
6	Date of first joining the University with name of post	
7	Date and Place of joining at present place - College / Research Station / KVK	
8	Date of joining the post of Assistant Professor- (Rs. 15600-39100 + AGP Rs. 6000/-) or its corresponding pre revised scale	
9	Present pay in pay band and AGP (enclose documentary proof)	
10	Date of upgradation as Assistant Professor in the scale of Rs 15600-39100 + AGP Rs.7000/- or its corresponding pre revised scale (enclose copy of administrative order)	
11	Date of upgradation as Assistant Professor in the scale of Rs 15600-39100 + AGP Rs. 8000/- or its corresponding pre revised scale (enclose copy of administrative order)	
12(a)	Date of completion of 3 years of services in Assistant Prof. (Rs 15600-39100 + AGP Rs.8000/-) or its corresponding pre revised scale	
12(b)	Have you applied for upgradation under CAS in V.V. Notification No./Reg./Estt.1/16 th CAS/2019/1301 dated 28.05.2019	
13	If yes, date of eligibility in 16 th CAS	
	Details of work performance be furnished in Annexure-I)	



Signature & Name of applicant

DECLARATION

I declare that all the information furnished regarding the accomplishments made under different heads pertains **only to the period of assessment** and the entries made in this form are true, correct and complete to the best of my knowledge and belief and nothing has been concealed / distorted / exaggerated. If at any time, a contradiction is found/ noticed, my upgradation shall be liable to be summarily terminated without notice and / or I shall be subjected to disciplinary action.

Date:

Signature of the Applicant

Place:

A handwritten signature in black ink, appearing to be 'D. J.' or similar, located at the bottom center of the page.

VIGILANCE CLEARANCE CERTIFICATE

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

Certified that the undersigned has physically and personally verified the service record of the applicant Dr./Shri/Miss/Mrs. Designation and thereupon certify that:

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

OR

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

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

OR

The major / minor penalties have been imposed on him / her during his / her services at the Vishwa Vidyalaya are listed hereunder:

Dated:

**Signature of the Dean of the College / ADR / In charge
Research Station/ Sr. Scientist & Head, K.V.K.**

* Strike out which is not applicable

CERTIFICATE OF CONTROLLING / FORWARDING OFFICER

Certified that all the information furnished by Dr./ Shri Designation regarding the accomplishments made under different heads pertains only to the period of assessment and the entries made in this form have been verified from official record and found true and correct. This is also certified that applicant has enclosed all the desired documents.

**Signature of the Dean of the College / ADR /
Incharge Research Station/ Sr. Scientist & Head, K.V.K.**

Date:


Place:



**APPLICATION FORM FOR NEW CAREER ADVANCEMENT SCHEME UNDER
REVISED SCALE EFFECTIVE FROM 1.1.2009
PHYSICAL EDUCATION
ASSOCIATE PROFESSOR (AGP Rs. 5000) TO PROFESSOR (AGP Rs. 12000)**

(To be submitted in duplicate alongwith soft copy in .pdf format)

1	Name of applicant	
2	Designation	
3	Discipline / Department	
4	Date of Birth	
5	Date of award of degree (i) Master's degree (Actual Name of degree) (ii) M.Phil. (iii) Ph.D. Date of Registration Date of award (attach documentary proof)	
6	Date of first joining the University with name of post	
7	Date and Place of joining at present place - College / Research Station / KVK	
8	Date of joining the post of Assistant Professor (Rs. 15600-39100 + AGP Rs.6000/-) or its corresponding pre revised scale	
9	Present pay in pay band and AGP (enclose documentary proof)	
10	Date of upgradation as Assistant Professor in the scale of Rs. 15600-39100 + AGP Rs. 7000/- or its corresponding pre revised scale (enclose copy of administrative order)	
11	Date of upgradation as Assistant Professor in the scale of Rs. 15600-39100 + AGP Rs. 8000/- or its corresponding pre revised scale (enclose copy of administrative order)	
12	Date of upgradation as Associate Professor in the scale of Rs. 37400-67000 + AGP Rs. 9000/- or its corresponding pre revised scale (enclose copy of administrative order)	
13	Date of completion of 3 years of services in Associate Prof. (Rs. 37400-67000) + AGP Rs. 9000/-) or its corresponding pre revised scale	
13 (a)	Have you applied for upgradation under CAS in V.V. Notification No./Reg./Estt.1/16 th CAS/2019/1301 dated 29.05.2019	
13 (b)	If yes, date of eligibility in 16 th CAS	
	Details of work performance be furnished in Annexure-I)	



Signature & Name of applicant

DECLARATION

I declare that all the information furnished regarding the accomplishments made under different heads pertains **only to the period of assessment** and the entries made in this form are true, correct and complete to the best of my knowledge and belief and nothing has been concealed / distorted / exaggerated. If at any time, a contradiction is found/ noticed, my up gradation shall be liable to be summarily terminated without notice and / or I shall be subjected to disciplinary action.

Date:

Signature of the Applicant

Place:

A handwritten signature in blue ink, consisting of stylized cursive letters, likely representing the applicant's name.

VIGILANCE CLEARANCE CERTIFICATE

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

Certified that the undersigned has physically and personally verified the service record of the applicant Dr./Shri/Miss/Mrs. Designation and thereupon certify that:

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

OR

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

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

OR

The major / minor penalties have been imposed on him / her during his / her services at the Vishwa Vidyalaya are listed hereunder:

Dated:

**Signature of the Dean of the College / ADR /
Incharge Research Station/ Sr. Scientist & Head, K.V.K.**

* Strike out which is not applicable

CERTIFICATE OF CONTROLLING / FORWARDING OFFICER

Certified that all the information furnished by Dr./ Shri Designation regarding the accomplishments made under different heads pertains **only to the period of assessment** and the entries made in this form have been verified from official record and found true and correct. This is also certified that applicant has enclosed all the desired documents.

**Signature of the Dean of the College / ADR /
Incharge Research Station/ Sr. Scientist & Head, K.V.K.**

Date:

Place:



**APPLICATION FORM FOR NEW CAREER ADVANCEMENT SCHEME UNDER
REVISED SCALE EFFECTIVE FROM 1.1.2009
ASSISTANT LIBRARIAN (AGP Rs. 6000) TO ASSISTANT LIBRARIAN (AGP Rs. 7000)**

(To be submitted in duplicate along with soft copy in .pdf format)

1	Name of applicant	
2	Designation	
3	Discipline / Department	
4	Date of Birth	
5	Date of award of degree (i) Master's degree (Actual Name of degree) (ii) M.Phil. (iii) Ph.D. Date of Registration Date of award (attach documentary proof)	
6	Date of first joining the University with name of post	
7	Date and Place of joining at present place - College / Research Station / KVK	
8	Date of joining the post of Assistant Professor- (Rs.15600-39100 + AGP Rs.6000/-) or its corresponding pre revised scale	
9	Present pay in pay band and AGP (enclose documentary proof)	
10	Date of clearance of probation period and terms & conditions of appointment order (enclose copy of administrative order)	
(i)	Date of completion of 6 years services in Assistant Professor (Rs. 15600-39100 + AGP Rs. 6000/-) or its corresponding pre revised scale for those who do not have Ph.D./ M.Phil. / M.Tech./ M.Sc (Ag.)/(Hort.)/(Forestry)/M.V.Sc./M.F.Sc.	
(ii)	Date of completion of 5 years services in Assistant Professor (Rs 15600-39100 + AGP Rs.6000/-) or its corresponding prerevised scale for those with M.Phil. degree/M.Tech/M.Sc.(Ag.)/(Hort.)/(Forestry)/M.V.Sc./M.F.Sc.	
(iii)	Date of completion of 4 years services in Assistant Professor (Rs. 15600-39100 + AGP Rs.6000/-) or its corresponding pre revised scale with Ph.D. degree	
11(a)	Have you applied for upgradation under CAS in V.V. Notification No./Reg./Estt.1/16 th CAS/2019/1301 dated 28.05.2019	
11(b)	If yes, date of eligibility in 16 th CAS	
12	Details of work performance be furnished in Annexure-I)	



Signature & Name of applicant

DECLARATION

I Declare that all the information furnished regarding the accomplishments made under different heads pertains **only to the period of assessment** and the entries made in this form are true, correct and complete to the best of my knowledge and belief and nothing has been concealed / distorted / exaggerated. If at any time, a contradiction is found/ noticed, my upgradation shall be liable to be summarily terminated without notice and / or I shall be subjected to disciplinary action.

Date.

Signature of the Applicant

Place:

A handwritten signature in black ink, appearing to be 'D. K.' or similar, located at the bottom center of the page.

VIGILANCE CLEARANCE CERTIFICATE

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

Certified that the undersigned has physically and personally verified the service record of the applicant Dr./Shri/Miss/Mrs. Designation and thereupon certify that:

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

OR

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

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

OR

The major / minor penalties have been imposed on him / her during his / her services at the Vishwa Vidyalaya are listed hereunder:

Dated:

Signature of the Dean of the College / ADR /
Incharge Research Station/ Sr. Scientist & Head, K.V.K.

* Strike out which is not applicable

CERTIFICATE OF CONTROLLING / FORWARDING OFFICER

Certified that all the information furnished by Dr./ Shri Designation regarding the accomplishments made under different heads pertains **only to the period of assessment** and the entries made in this form have been verified from official record and found true and correct. This is also certified that applicant has enclosed all the desired documents.

Signature of the Dean of the College / ADR /
Incharge Research Station/ Sr. Scientist & Head, K.V.K.

Date:

Place:



**APPLICATION FORM FOR NEW CAREER ADVANCEMENT SCHEME UNDER
REVISED SCALE EFFECTIVE FROM 1.1.2009
ASSISTANT LIBRARIAN (AGP Rs. 7000) TO ASSISTANT LIBRARIAN (AGP Rs. 8000)
(To be submitted in duplicate along with soft copy in .pdf format)**

1	Name of applicant	
2	Designation	
3	Discipline / Department	
4	Date of Birth	
5	Date of award of degree (i) Master's degree (Actual Name of degree) (ii) M. Phil. (iii) Ph.D. Date of Registration Date of award (attach documentary proof)	
6	Date of first joining the University with name of post	
7	Date and Place of joining at present place - College / Research Station / KVK	
8	Date of joining the post of Assistant Professor- (Rs. 15600-39100 + AGP Rs. 6000/-) or its corresponding pre revised scale	
9	Present pay in pay band and AGP (enclose documentary proof)	
10	Date of up gradation as Assistant Professor in the scale of Rs. 15600-39100 + AGP Rs. 7000/- or its corresponding pre revised scale (enclose copy of administrative order)	
11	Date of completion of 5 years services in Assistant Professor (Rs. 15600-39100 + AGP Rs. 7000/-) or its corresponding pre revised scale	
12(a)	Have you applied for upgradation under CAS in V.V. Notification No./Reg./Estt.1/16 th CAS/2019/1301 dated 28.05.2019	
12(b)	If yes, date of eligibility in 16 th CAS	
13	Details of work performance be furnished in Annexure-I)	

Signature & Name of applicant



DECLARATION

I declare that all the information furnished regarding the accomplishments made under different heads pertains only to the period of assessment and the entries made in this form are true, correct and complete to the best of my knowledge and belief and nothing has been concealed / distorted / exaggerated. If at any time, a contradiction is found/ noticed, my upgradation shall be liable to be summarily terminated without notice and / or I shall be subjected to disciplinary action.

Date:

Signature of the Applicant

Place:

A handwritten signature in blue ink, consisting of a stylized 'S' followed by a horizontal line and a vertical stroke.

VIGILANCE CLEARANCE CERTIFICATE

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

Certified that the undersigned has physically and personally verified the service record of the applicant Dr./Shri/Miss/Mrs. Designation and thereupon certify that:

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Dated:

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Incharge Research Station/ Sr. Scientist & Head, K.V.K.**

* Strike out which is not applicable

CERTIFICATE OF CONTROLLING / FORWARDING OFFICER

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**Signature of the Dean of the College / ADR /
Incharge Research Station/ Sr. Scientist & Head, K.V.K.**

Date:

Place:



**APPLICATION FORM FOR NEW CAREER ADVANCEMENT SCHEME UNDER
REVISED SCALE EFFECTIVE FROM 1.1.2009
ASSISTANT LIBRARIAN (AGP Rs. 8000) TO DEPUTY LIBRARIAN (AGP Rs. 9000)
(To be submitted in duplicate along with soft copy in .pdf format)**

1	Name of applicant	
2	Designation	
3	Discipline / Department	
4	Date of Birth	
5	Date of award of degree (i) Master's degree (Actual Name of degree) (ii) M.Phil. (iii) Ph.D. Date of Registration Date of award (attach documentary proof)	
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8	Date of joining the post of Assistant Professor- (Rs. 15600-39100 + AGP Rs.6000/-) or its corresponding pre revised scale	
9	Present pay in pay band and AGP (enclose documentary proof)	
10	Date of upgradation as Assistant Professor in the scale of Rs. 15600-39100 + AGP Rs.7000/- or its corresponding pre revised scale (enclose copy of administrative order)	
11	Date of upgradation as Assistant Professor in the scale of Rs. 15600-39100 + AGP Rs. 8000/- or its corresponding pre revised scale (enclose copy of administrative order)	
12(a)	Date of completion of 3 years of services in Assistant Professor (Rs. 15600-39100 + AGP Rs. 8000/-) or its corresponding pre revised scale	
12(b)	Have you applied for upgradation under CAS in V.V. Notification No./Reg./Estt.1/16 th CAS/2019/1301 dated 28.05.2019	
13	If yes, date of eligibility in 16 th CAS	
	Details of work performance be furnished in Annexure-I)	



Signature & Name of applicant

DECLARATION

I declare that all the information furnished regarding the accomplishments made under different heads pertains **only to the period of assessment** and the entries made in this form are true, correct and complete to the best of my knowledge and belief and nothing has been concealed / distorted / exaggerated. If at any time, a contradiction is found/ noticed, my upgradation shall be liable to be summarily terminated without notice and / or I shall be subjected to disciplinary action.

Date:

Signature of the Applicant

Place:

A handwritten signature in black ink, appearing to be 'D. K. S.', is located at the bottom center of the page.

VIGILANCE CLEARANCE CERTIFICATE

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

Certified that the undersigned has physically and personally verified the service record of the applicant Dr./Shri/Miss/Mrs. Designation and thereupon certify that:

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

OR

The major / minor penalties have been imposed on him / her during his / her services at the Vishwa Vidyalaya are listed hereunder:

Dated:

Signature of the Dean of the College / ADR /
Incharge Research Station/ Sr. Scientist & Head, K.V.K.

* Strike out which is not applicable

CERTIFICATE OF CONTROLLING / FORWARDING OFFICER

Certified that all the information furnished by Dr./ Shri Designation regarding the accomplishments made under different heads pertains **only to the period of assessment** and the entries made in this form have been verified from official record and found true and correct. This is also certified that applicant has enclosed all the desired documents.

Signature of the Dean of the College / ADR /
Incharge Research Station/ Sr. Scientist & Head, K.V.K.

Date:

Place:



RAJMATA VIJAYARAJE SCINDIA KRISHI VISHWA VIDYALAYA, GWALIOR
SCORE CARDS FOR UP GRADATION UNDER CAREER ADVANCEMENT SCHEME 2009 IN
RVSKVV, GWALIOR (M.P.)

Score Card for Assessment of ASSISTANT PROFESSORS in the pay Band of Rs. 15600-39100

(i) to move from AGP Rs. 6000 to AGP Rs. 7000

(ii) to move from AGP Rs. 7000 to AGP Rs. 8000

I. Specific Achievements in Teaching/ Research/ Extension/ Corporate work during Assessment Period

Max. Marks: 50

1) Teaching *

a)(i) UG/ PG / Diploma / Certificate courses / Experiential Learning/ Offered in his /her HQ	
(ii) UG/ PG / Diploma / Certificate courses / Experiential Learning Offered outside in his/her HQ	
(iii) HOT / Industrial Training	
b) Guidance to PG students as Chairman of the Advisory Committee	
i) M.Sc. students	
ii) Ph.D. students	
c) As Member of the Advisory Committee of M.Sc. and Ph.D. degree students	
d) Teaching Aids developed (laboratory manuals, RAWE manuals etc.)	
e) Acting as an External Examiner (outside RVSKVV) for UG/PG examinations (which includes paper setting, paper evaluation, conducting viva-voce etc.)	

* Certificate issued by competent authority and documentary proof, duly verified by the controlling officer must be enclosed for each activity.

2) Research *

a)(i) Trials/Experiments/Studies conducted	
(ii) Nucleus Seeds Fields Crops/Vegetable/ Spice/ Flower, etc. up to a quintal	
(iii) Breeder seeds per ton	
(iv) Foundation/Certified/TL Seeds/Bio-agents produced per ton	
(v) Planting material produced per 1000 (No)	
(vi) Processed products per 100 (kg/No)	
b) Ad-hoc Projects (Externally funded) total outlay for each project	
i) For projects which have been obtained by the teacher on competitive mode	
ii) For institutional projects assigned by the University including product testing / Implements testing (successfully conducted)	
c) (i) Patents / variety / hybrid developed, released and notified	
(ii) Prototypes/Modules/technology developed	

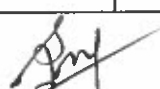
d) Establishment of institutional facilities from external funds (Rs. One lakh and above and other than 2 b. i & ii)	
e) Compilation / Preparation of Annual Research Report / QRT Report / Monitoring Report etc.	

* Certificate issued by competent authority and documentary proof, duly verified by the controlling officer must be enclosed for each activity.

3) Extension*	
a) Transfer of Technology (i) Farm Trials/ Demonstrations / On-Farm Testing. (ii) Field Day / Krishi Melas / Exhibitions / Seed Mela / Discussion Meetings / FFS and similar works. (iii) Consultancy services (based on endorsement by controlling officer).	
b) Training Programmes / Workshop / Group meet organized. i) Up to one week duration.	
ii) For more than one week duration.	
c) As Resource Person for technical lecture deliberation in the Training programme / Technical workshops/ Refresher Course / Winter/ Summer Schools / NSS / RAWE etc.	
d) Participating as Resource Person in campaign.	
e) Diagnostic visit to farmers fields / family units / Radio / Television Talk.	
f) Feedback to research based on which research Formulations have been made.	
g) Profit generated out of Revolving Fund (Based on the endorsement by controlling authority). a) Up to 50,000/- b) 50,001/- to 1,00,000/- c) 1,00,001/- to 2,00,000/- d) More than 2,00,000/- (Excluding 2, a, iii, iv, v & vi)	
h) Development of Video/Radio Programmes on Agricultural Technologies.	

* Certificate issued by competent authority and documentary proof, duly verified by the controlling officer must be enclosed.

4) Designated Corporate Activities	
<p>Farm Superintendant/Farm In charge/External Examination Co-ordinator/Associate Co-ordinator/Assistant Horticulturist/ Technical Officer/Assistant Professor (Documentation)/ Assistant Editor/Associate Editor/ Information Specialists/Audio-Visual Specialist/ Assistant Professor of Physical Education/Assistant Director of Student Welfare/Assistant Professor/Curator/ Manager ATIC/Training or Extension consultant/ Controller and Coordinator of extension/Teachers and Coordination-Processing/Training Unit/Technical Officer at Dean Office/Teacher works departments (Agri Clinic and Agri business Centre and corporate works/Teachers involved in selection and documentation) etc.</p> <p>Any other corporate activities certified by University authority.</p>	



II. Published Work during the Assessment Period**Max. Marks:10.0**

(i) For each full length article published in refereed NAAS rated journal		
For each book published / edited		
(i) Recognized publishers with ISBN		
(ii) Chapters in standard books with ISBN		
(iii) Published individually		
(iv) Research/ Extension Bulletin		
(v) For each research note /communication in a Journal		
(vi) Abstract in symposium/seminar/workshop/training manual/ proceedings of the workshop		
(vii) Popular article/leaflet		
Any other publications-		
(i) As Author/Compiler of POP/Editor		
(ii) As Assoc. Editor/Asst. Editor/Publisher/ Co.npiler of other publications		

Note: Any publications having 3 authors, each author will get equal marks and such of the publications which have more than 3 authors, fourth author will get half of the assigned mark.

III. Summer Schools/Winter Schools/Refresher Course/Special Training/Symposia/ Seminar/ Workshop/Conference
Max. Marks:6.0

(a) For organizing each activity as in the title as Course Director or Coordinator (i) Up to 10 days (ii) More than 10 days 50 % for course Co-Director / Co-coordinator	
(b) For participation in Summer School/ Refresher Course/ orientation Course of more than 10 days duration.	
(c) For participation in Special Training / Orientation Programmes/ Symposia / Seminars / Conference / Workshops/ etc. (except Annual workshop)	
(d) Other members involved in group meet organization of above activities	

IV. International Exposure**Max. Marks: 1.0**

International visits/training/courses (outside India only)	
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V. Awards/ Distinctions Received**Max. Marks: 3.0**

(a) International Award	
(b) National Award	
(c) State Award	
(d) University Award	
(e) Professional Society Award	

Note: Best paper award / Best Poster presentation award/ Best Paper presentation award in any journal/ Conference / Seminar / Symposium etc. will be treated as Professional Society award.

VI. Other Corporate Activities.**Max . Marks :13.0**

a) Activities performed as Head of Office / Farm coordinator / Chief Warden / Warden/ Staff Advisor/ Tour Leader and Co-Tour leader (State/All India)/ NSS programme officer/ NSS coordinator/ Indian Redcross Society Programme Officer/ Coordinator/ NCC Officer/ Farm management/ Academic, General, Financial Management (as AO/ DAO/ AAO/ DR/ AR/ DC/ AC/ Dy. Librarian/ Asstt. Librarian etc.)/ Scrutinizing UG/PG grades/ P.G. Coordinator / seminar in charge/ Leader / member in monitoring team/ Programme Coordinator/ Crop Coordinator/ Scheme Head/	
--	--

Unit Head/ Dept. Head / Programmer Officer of Community Radio Station/ Training Hostel/ Hostel Management / Transport in charge etc.	
b) Activities performed as Member- Co-chairman - Chairman of different committees of National - International - activities/ RAWE - Coordinator / Assoc. Coordinator - participation in RAWE camp/ Internship/ Tournament Organized/ Spl. Officer of SC-ST Cell/ Minority Cell/ Technical Assistant (Part-time)/ Students Counselor/Leader for exposure visit of Farmers/ Liaison Officer for BOM/VIP's tours assigned by the University/ Participation in Melas / Exhibitions as State, National, International levels representing University/ Member/ Co-Chairman in different committees of RVSKVV / Team Manager and Co-Team Manager to Sports/ Cultural Activities/ Stock verifying Officer/ Anti-ragging squad member/ grade point conversion work/worked as Rapporteur /Co-Chairman in the National/ International Conferences, Seminars, Workshops/ Symposium etc./ Member of Class and Exam time-table committee, Referee for Research Journals/ Appraisal of Research Proposal/ Press meet work/ participation in UG&PG admission/ member involved in organization/ Selection of Farmers / Teachers for nomination to various awards. Member of exam invigilation committee / member of Board of studies Faculty & Academic Council of other Universities, worked as chairperson in the Fund mobilization to support university events (more than Rs. 50,000/-), organizing SHGs, commodity groups, Krishi Abhiyan / Melas conducting students association election as returning officer / presiding / polling officer, etc.. Any other activities duly signed by controlling officer.	

VII. Service in Remote Areas

Max. Marks: 5.0

a) A/ B Class City b) C Class City c) Other Places below "C" Class	
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VIII. Annual Assessment Report (AAR) during the assessment period

Max. Marks :12.0

S. No.	Category	Grade	AGP of Rs. 6000 to 7000 (4 years)	AGP of Rs. 6000 to 7000 (5 years)	AGP of Rs. 6000 to 7000 (6 years)	AGP of Rs. 7000 to 8000 (5 years)
a	Outstanding	A ⁺	3.0 marks	2.4 marks	2.0 marks	2.4 marks
b	Very Good	A	2.5 marks	2.0 marks	1.67 marks	2.0 marks
c	Good	B	2.0 marks	1.6 marks	1.34 mark	1.6 marks
d	Satisfactory	C	1.5 marks	1.2 mark	1.0 mark	1.2 mark

The numerical value of all the reports of a teacher considered for upgradation shall be added up and divided by the number of years for which reports are considered in order to find out the average value.

An average marks of 2.0 is the minimum requirement for upgradation from AGP of Rs.6000/- to 7000/- for those assessed during 04 years, average marks of 1.6 for those assessed during five years and average marks of 1.34 for those assessed during six years.

An average marks of minimum 1.6 marks is required for upgradation from AGP of Rs. 7000/- to 8000/-. **The average marks scored by an individual below the minimum requirement for Upgradation shall not be considered eligible for upgradation.**

Minimum marks to be obtained for upgradation from AGP of Rs. 6000 to Rs. 7000 : 60

Minimum marks to be obtained for upgradation front AGP of Rs. 7000 to Rs. 8000 : 60

RAJMATA VIJAYARAJE SCINDIA KRISHI VISHWA VIDYALAYA, GWALIOR
SCORE CARDS FOR UP GRADATION UNDER CAREER ADVANCEMENT SCHEME IN 2009
RVSKVV, GWALIOR (M.P.)

Score Card for Assessment

- (i) For Upgradation from ASSISTANT PROFESSORS in the pay Band of Rs. 15600-39100 + AGP 8000 to ASSOCIATE PROFESSOR (Pay Band of Rs. 37400-67000 + AGP Rs. 9000)
 &
 (ii) For Upgradation from ASSOCIATE PROFESSORS (Pay Band of 37400-67000 + AGP Rs. 9000) to PROFESSOR (Pay Band of Rs. 37400-67000 + AGP Rs. 10,000)

I. Specific Achievements in Teaching/ Research/ Extension/ Corporate work during Assessment Period

Max. Marks: 45

1) Teaching *

- | | |
|--|--|
| a)(i) UG/ PG / Diploma / Certificate courses / Experiential Learning/ Offered in his /her HQ | |
| (ii) UG/ PG / Diploma / Certificate courses / Experiential Learning Offered outside in his/her HQ | |
| (iii) HOT / Industrial Training | |
| b) Guidance to PG students as Chairman of the Advisory Committee | |
| i) M.Sc. students | |
| ii) Ph.D. students | |
| c) As Member of the Advisory Committee of M.Sc. and Ph.D. degree students | |
| d) Teaching aids developed (laboratory manuals, RAWE manuals etc.) | |
| e) Acting as an External Examiner (outside RVSKVV) for UG/PG examinations (which includes paper setting, paper evaluation, conducting viva-voce etc.). | |

* Certificate issued by competent authority and documentary proof duly verified by the controlling officer must be enclosed for each activity

2) Research *

- | | |
|--|--|
| a)(i) Trials/Experiments/Studies conducted. | |
| (ii) Nucleus Seeds Fields Crops/ Vegetable/ Spice/ Flower etc. up to a quintal | |
| (iii) Breeder seeds per ton | |
| (iv) Foundation/Certified/TL Seeds/Bio-agents produced per ton | |
| (v) Planting material produced per 1000 (No) | |
| (vi) Processed products per 100 (kg/No) | |
| b) Ad-hoc Projects (Externally funded) total outlay for each project | |
| i) For projects which have been obtained by the teacher on competitive mode | |
| ii) For institutional projects assigned by the University including product testing/ Implements testing (Successfully conducted) | |
| c)(i) Patents / variety / hybrid developed released and notified | |
| (ii) Prototypes/Modules/technology developed | |

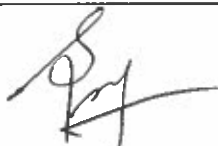
d) Establishment of institutional facilities from external funds (Rs. One lakh and above and other than 2 b. i & ii)	
e) Compilation / Preparation of Annual Research Report / QRT Report / Monitoring Report etc.	

* Certificate issued by competent authority and documentary proof, duly verified by the controlling officer must be enclosed.

3) Extension*	
a) Transfer of Technology (i) Farm Trials/ Demonstrations / On-Farm Testing / Campaign. (ii) Field Day / Krishi Mela / Exhibitions / Seed Mela / Discussion Meetings / FFS and similar works (iii) Consultancy services (based on endorsement by controlling officer)	
b) Training Programmes / Workshop / Group meet organized i) Up to one week duration ii) For more than one week duration	
c) As Resource Person for technical lecture deliberation in the Training programme / Technical workshops/ Refresher Course / Winter / Summer Schools / NSS / RAWA etc.	
d) Participating as Resource Person in campaign.	
e) Diagnostic visit to farmers fields / family units / Radio / Television Talk.	
f) Feedback to research base on which research formulations have been made.	
g) Profit generated out of Revolving Fund (Based on the endorsement by controlling authority). a) Up to 50,000/- b) 50,001/- to 1,00,000/- c) 1,00,001/- to 2,00,000/- d) More than 2,00,000/- (Excluding 2, a, iii, iv, v & vi)	
h) Development of Video/Radio Programmes on Agricultural Technologies*	

* Certificate issued by competent authority and documentary proof, duly verified by the controlling officer must be enclosed.

4) Designated Corporate Activities	
Farm Superintendant/Farm Incharge/External Examination Co-ordinator/Associate Co-ordinator/Assistant Horticulturist/ Technical Officer/Assistant Professor (Documentation)/ Assistant Editor/Associate Editor/ Information Specialists/Audio-Visual Specialist/ Assistant Professor of Physical Education/Assistant Director of Student Welfare/Assistant Professor/ Associate Professor/ Curator/ Manager ATIC/Training or Extension consultant/ Controller and Coordinator of extension/Teachers and Coordination-Processing/Training Unit/Technical Officer at Dean Office/Teacher works departments (Agri Clinic and Agri business Centre and corporate works /teachers involved in selection and documentation). (Any other corporate activities certified by the University authority)	



II. Published Work during the Assessment Period**Max. Marks:12.0**

(a) For each full length article published in refereed NAAS rated journal		
(b) For each book published / edited		
(i) Recognized publishers with ISBN		
(ii) Chapters in standard books with ISBN		
(iii) Published individually		
(iv) Research/ Extension Bulletin		
(c) (i) For each research note /communication in a Journal (ii) Abstract in symposium/seminar/workshop/training manual/ proceedings of the workshop (iii) Popular article/leaflet		
(d) Any other publications-		
(i) As Author/Compiler of POP/Editor		
(ii) As Assoc. Editor/Asst. Editor/Publisher/ Compiler of other publications		

Note: (i) Any publications having 3 authors, each author will get equal marks and each of the publications which have more than 3 authors; fourth author will get half of the assigned mark.

(ii) For movement from AGP of Rs. 8000 to Rs. 9000, all publications after appointment as Assistant Professor shall be considered.

(iii) For movement from AGP of Rs. 9000 to Rs. 10000, all publications after being placed in the AGP of Rs. 8000 will be considered.

III. Summer Schools/Winter Schools/Refresher Course/Special Training/Symposia/ Seminar/ Workshop/Conference
Max. Marks:4.0

(a) For organizing each activity as in the title as Course Director or Coordinator (i) Up to 10 days (ii) More than 10 days 50 % for course Co-Director / Co-coordinator	
(b) For participation in Summer School/ Refresher Course/ orientation Course of more than 10 days duration.	
(c) For participation in Special Training / Orientation Programmes/ Symposia / Seminars / Conference / Workshops/ etc. (except Annual workshop)	
(d) Other members involved in group meet organization of above activities	

IV. International Exposure**Max. Marks: 1.0**

International visits/training/courses (outside India only)	
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V. Awards/ Distinctions Received**Max. Marks: 3.0**

(a) International Award	
(b) National Award	
(c) State Award	
(d) University Award	
(e) Professional Society Award	

Note: Best paper award / Best Poster presentation award/ Best Poster presentation award in any journal/ Conference / Seminar / Symposium etc. will be treated as Professional Society award.

VI. Other Corporate Activities.**Max. Marks: 8.0**

a) Activities performed as Head of Office / Farm coordinator / Chief Warden / Warden/ Staff Advisor/ Tour Leader and Co-Tour leader (State/All India)/NSS programme officer/ NSS coordinator/ Indian Red Cross Society Programme Officer/ Coordinator/ NCC Officer/ Farm management/ Academic, General, Financial Management (as AO / DAO / AAO / DR / AR / DC/ AC/	
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Dy. Librarian/ Asst. Librarian etc.)/ Scrutinizing UG/PG grades/ Programmer Officer of Community Radio Station / Training Hostel/ Hostel Management / P.G. Coordinator / Seminar in-charge/ Leader / member in monitoring team/ Scheme Head/ Unit Head/ KVK Head/ Dept. Head / overall In-charges/ Crop Coordinator/ Transport in-charge etc.	
b) Activities performed as Member- Co-chairman - Chairman of different committees of National - International - activities/ RAWE - Coordinator / Assoc. Coordinator - participation in RAWE camp/ Internship/ Tournament Organized/ Spl. Officer of SC-ST Cell/ Minority Cell/ Technical Assistant (Part-time)/ Students Counselor/Leader for exposure visit of Farmers/ Liaison Officer for BOM/VIP's tours assigned by the University/ Participation in Melas / Exhibitions as State, National, International levels representing University/ Member/ Co-Chairman in different committees of RVSKVV / Team Manager and Co-Team Manager to Sports/ Cultural Activities/ Stock verifying Officer/ Anti-ragging squad member/ grade point conversion work/worked as Rapporteur /Co-Chairman in the National/International Conferences, Seminars, Workshops/ Symposium etc./ Member of Class and Exam time-table committee, Referee for Research Journals/ Appraisal of Research Proposal/ Press meet work/ participation in UG&PG admission/ member involved in organization/ Selection of Farmers/ Teachers for nomination to various awards. Member of exam invigilation committee / member of Board of studies Faculty & Academic Council of other Universities, worked as chairperson in the Fund mobilization to support university events (more than Rs. 50,000/-), organizing SHGs, commodity groups, Krishi Abhiyan / Melas conducting students association election as returning officer / presiding / polling officer etc. Any other activities duly signed by controlling officer.	

VII. Service in Remote Areas

Max. Marks: 5.0

a) A/ B Class City b) C Class City c) Other Places below "C" Class	
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VIII. Annual Assessment Report (AAR) during the assessment period

Max. Marks :12.0

S. No.	Category	Grade	Marks
1	Outstanding	A ⁺	4.0 marks
2	Very Good	A	3.34 marks
3	Good	B	2.67 marks
4	Satisfactory	C	2.0 marks

The numerical value of all the reports of a teacher considered for upgradation shall be added up and divided by the number of years for which reports are considered in order to find out the average value.

An average marks of 2.67 is the minimum requirement for upgradation from AGP of Rs.8000/- to 9000/-

An average marks of minimum 2.67 marks is required for upgradation from AGP of Rs. 9000 to 10000/-

The average marks scored by an individual below the minimum requirement for Upgradation shall not be considered eligible for upgradation.

IX. Performance in Interview

Max. Marks :10.0

Minimum marks to be obtained for upgradation from AGP of Rs. 8000 to Rs. 9000 : 60

Minimum marks to be obtained for upgradation front AGP of Rs. 9000 to Rs. 10000 : 60

RAJMATA VIJAYARAJE SCINDIA KRISHI VISHWA VIDYALAYA, GWALIOR
SCORE CARDS FOR UP GRADATION UNDER CAREER ADVANCEMENT SCHEME 2009 IN
RVSKVV, GWALIOR (M.P.)

Score Card for Assessment of ASSISTANT PROFESSORS Physical Education in the pay Band of Rs. 15600-39100

(i) to move from AGP Rs. 6000 to AGP Rs. 7000

(ii) to move from AGP Rs. 7000 to AGP Rs. 8000

I. Performance / Contribution during the Assessment Period of corporate work*		Max. Marks: 50
a	Organizing various inter campus/ inter University Tournaments	
b	Serving as a team Manager/ Coach of the college Sports/ Cultural teams in the Inter Campus/ Local Tournaments	
c	Accompanying the University Sports/ Cultural team as a I Manager/Coach	
d	Attending as sports team selection committee member (State/University/District/ Taluk Teams)	
e	Serving Sports and Cultural Council as Member of the College	
f	Serving as Technical Official/ Experts outside the University	
g	Attending as Committee Member of Field Day/ Krishi mela/ Convocation/ National Festival/ HSC/ Disciplinary Committee or any other activities assigned by the College / University	
h	Other works attended by Physical Education Teacher i. Developing Sports Infrastructure like outdoor Games/ Gymnasium and indoor games. ii. Conducting sports activities in connection with the College day, Hostel day and during any other occasions.	

* Certificate issued by competent authority and documentary proof duly verified by the controlling officer must be enclosed for each activity.

II. Published Work during the Assessment Period		Max. Marks: 10.0
(a) For each full length article published in refereed NAAS rated journal		
(b) For each book published / edited		
(i) Recognized publishers with ISBN		
(ii) Chapters in standard books with ISBN		
(iii) Published individually		
(iv) Research/ Extension Bulletin		
(c) (i) For each research note /communication in a Journal (ii) Abstract in symposium/seminar/workshop/training manual/ proceedings of the workshop (iii) Popular article/leaflet		
(d) Any other publications-		
(i) As Author/Compiler of POP/Editor		
(ii) As Assoc. Editor/Asst. Editor/Publisher/ Compiler of other publications		

Note: Any publications having 3 authors, each author will get equal marks and such of the publications which have more than 3 authors; fourth author will get half of the assigned mark.

III. Summer Schools/Winter Schools/Refresher Course/Special Training/Symposia/ Seminar/ Workshop/Conference **Max. Marks: 6.0**

(a) For organizing each activity as in the title as Course Director or Coordinator (i) Up to 10 days (ii) More than 10 days 50 % for Course Co-Director / Co-coordinator	
(b) For participation in Summer School/ Refresher Course/ orientation Course of more than 10 days duration.	
(c) For participation in Special Training / Orientation Programmes/ Symposia / Seminars / Conference / Workshops/ etc.	
(d) Other members involved in organization of above activities	

IV. International Exposure

Max. Marks: 1.0

International visits/training/courses (outside India only)	
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V. Awards/ Distinctions Received

Max. Marks: 3.0

(a) International Award	
(b) National Award	
(c) State Award	
(d) University Award	
(e) Professional Society Award	

Note: Best paper award / Best Poster presentation award/ Best Poster presentation award in any journal/ Conference / Seminar / Symposium etc. will be treated as Professional Society award.

VI. Corporate / Other Activities.

Max . Marks : 13.0

a) Activities performed as External exam coordinator/ Associate coordinator/ Chief Warden / Warden/ Staff Advisor/ Tour Leader and Co-Tour leader (State/All India)/ NSS programme officer/ NSS coordinator/ Indian Redcross Society Programme Officer/ Coordinator/ NCC Officer/ Farm Management/ Academic, General, Financial Management (as AO/ DAO/ AAO/ Dy. R/ AR/ DC/ AC/ Dy. Librarian/ Asst. Librarian etc.)/ Scrutinizing UG/PG grades/ P.G. Coordinator / Seminar In charge/ Leader / member in monitoring team.	
b) Activities performed as Member- Co-chairman - Chairman of different committees of National - International - activities/ RAWE - Assoc. Coordinator - participation in RAWE camp/ Internship/ Tournament Organized/ Spl. Officer of SC-ST Cell/ Minority Cell/ Technical Assistant (Part-time)/ Students Counselor/Leader for exposure visit of Farmers/ Liaison Officer for BOM/VIP's tours assigned by the University/ Participation in Melas / Exhibitions as State, National, International levels representing University/ Member/ Co-Chairman in different committees of RVSKVV / Team Manager and Co-Team Manager to Sports/ Cultural Activities/ Stock verifying Officer/ Anti-ragging squad member/ grade point conversion work/worked as Rapporteur /Co-Chairman in the National/International Conferences, Seminars, Workshops/ Symposium etc./ Member of Class and Exam time-table committee, Press meet work/ participation in UG&PG admission/ member involved in organization/ Selection of Farmers/ Teachers for nomination to various awards. Any other activities duly signed by controlling officer	



VII. Service in Remote Areas**Max. Marks: 5.0**

a) A/ B Class City	
b) C Class City	
c) Other Places below "C" Class	

VIII. Annual Assessment Report (AAR) during the assessment period**Max. Marks: 12.0**

S. No.	Category	Grade	AGP of Rs. 6000 to 7000 (4 years)	AGP of Rs. 7000 to 7500 (5 years)	AGP of Rs. 7500 to 8000 (6 years)	AGP of Rs. 8000 to 8500 (5 years)
a	Outstanding	A ⁺	3.0 marks	2.5 marks	2.0 marks	2.5 marks
b	Very Good	A	2.5 marks	2.0 marks	1.5 marks	2.0 marks
c	Good	B	2.0 marks	1.5 marks	1.0 mark	1.5 marks
d	Satisfactory	C	1.5 marks	1.0 mark	0.5 mark	1.0 mark

The numerical value of all the reports of a teacher considered for upgradation shall be added up and divided by the number of years for which reports are considered in order to find out the average value.

An average mark of 2.0 is the minimum requirement for upgradation from AGP of Rs. 6000/- to 7000/- for those assessed during 04 years, average marks of 1.5 for those assessed during five years and average marks of 1.0 for those assessed during six years.

An average marks of minimum 1.5 marks is required for upgradation from AGP of Rs. 7000/- to 8000/-. The average marks scored by an individual below the minimum requirement for Upgradation shall not be considered eligible for upgradation.

Minimum marks to be obtained for upgradation from AGP of Rs. 6000 to Rs. 7000 : 60

Minimum marks to be obtained for upgradation from AGP of Rs. 7000 to Rs. 8000 : 60

RAJMATA VIJAYARAJE SCINDIA KRISHI VISHWA VIDYALAYA, GWALIOR
SCORE CARDS FOR UP GRADATION UNDER CAREER ADVANCEMENT SCHEME - 2009
IN RVSKVV, GWALIOR (M.P.)

Score Card for Assessment of teachers in Physical Education:

(i) For Upgradation from ASSISTANT PROFESSORS in the pay Band of Rs. 15600-39100 + AGP 8000 to ASSOCIATE PROFESSOR (Pay Band of Rs. 37400-67000 + AGP Rs. 9000)

&

(ii) For Upgradation from ASSOCIATE PROFESSORS (Pay Band of 37400-67000 + AGP Rs. 9000) to PROFESSOR (Pay Band of Rs. 37400-67000 + AGP Rs. 10,000)

I. Performance / Contribution during the Assessment Period of corporate work*		Max. Marks: 45
a	Organizing various Inter-campus, Inter-University Tournaments	
b	Serving as a team Manager/Coach of the college Sports/Cultural teams in the Inter Campus/ Local Tournaments	
c	Accompanying the University Sports/Cultural team as a Manager /Coach.	
d	Serving Sports and Cultural Council as Member of the College.	
e	Serving as Technical Official/ Experts outside the University.	
f	Attending as Committee Member of Field Day/ Krishi mela/ Convocation/ National Festival / HSC/Disciplinary Committee or any other activities assigned by the College/University.	
g	Other works attended by Physical Education Teacher i) Developing Sports Infrastructure like outdoor Games/ Gymnasium and indoor games. ii) Conducting sports activities in connection with the College day, Hostel day and during any other Occasions.	

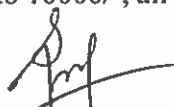
* Certificate issued by competent authority and documentary proof, duly verified by the controlling officer must be enclosed for each activity.

II. Published Work during the Assessment Period		Max. Marks: 12.0
(a)	For each full length article published in refereed NAAS rated journal	
(b)	For each book published / edited	
(i)	Recognized publishers with ISBN	
(ii)	Chapters in standard books with ISBN	
(iii)	Published individually	
(iv)	Research/ Extension Bulletin	
(c) (i)	For each research note /communication in a Journal/ abstract in symposium/seminar/workshop/training manual/ proceedings of the workshop	
(ii)	Popular article/leaflet	
(d)	Any other publications-	
(i)	As Author/Compiler of POP/Editor	
(ii)	As Assoc. Editor/Asst. Editor/Publisher/ Compiler of other publications	

Note: (i) Any publications having 3 authors, each author will get equal marks and such of the Publications which have more than 3 authors, fourth author onwards will get half of the assigned mark.

(ii) For movement from AGP of Rs. 8000/- to 9000/-, all publications after appointment as Assistant Professor shall be considered.

(iii) For movement from AGP of Rs. 9000/- to 10000/-, all publications after being placed in the AGP of Rs. 8000 will be considered.



III. Summer Schools/Winter Schools/Refresher Course/Special Training/Symposia/ Seminar/ Workshop/Conference **Max. Marks: 4.0**

(a) For organizing each activity as in the title as Course Director or Coordinator (i) Up to 10 days (ii) More than 10 days 50 % for Course Co-director / Co-coordinator	
(b) For participation in Summer School/ Refresher Course/ orientation Course of more than 10 days duration.	
(c) For participation in Special Training / Orientation Programmes/ Symposia / Seminars / Conference / Workshops/ etc.	
(d) Other members involved in organization of above activities.	

IV. International Exposure

Max. Marks: 1.0

International visits/training/courses (outside India only)	
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V. Awards/ Distinctions Received

Max. Marks: 3.0

(a) International Award	
(b) National Award	
(c) State Award	
(d) University Award	
(e) Professional Society Award	

Note: Best paper award / Best Poster presentation award/ Best Poster presentation award in any journal/ Conference / Seminar / Symposium etc. will be treated as Professional Society award.

VI. Corporate / Other Activities.

Max. Marks :3.0

a) Activities performed as External exam coordinator/ Associate coordinator/ Chief Warden / Warden/ Staff Advisor/ Tour Leader and Co-Tour leader (State/All India)/ NSS programme officer/ NSS coordinator/ Indian Redcross Society Programme Officer/ Coordinator/ NCC Officer/ Farm Management/ Academic, General, Financial Management (as AO/ DAO/ AAO/ Dy. R/ AR/ DC/ AC/ Dy. Librarian/ Asst. Librarian etc.)/ Scrutinizing UG/PG grades/ P.G. Coordinator / Seminar Incharge/ Leader / member in monitoring team.	
b) Activities performed as Member- Co-chairman - Chairman of different committees of National - International - activities/ RAWE - Assoc. Coordinator - participation in RAWE camp/ Internship/ Tournament Organized/ Spl. Officer of SC-ST Cell/ Minority Cell/ Technical Assistant (Part-time)/ Students Counselor/Leader for exposure visit of Farmers/ Liaison Officer for BOM/VIP's tours assigned by the University/ Participation in Melas / Exhibitions as State, National, International levels representing University/ Member/ Co-Chairman in different committees of RVSKVV / Team Manager and Co-Team Manager to Sports/ Cultural Activities/ Stock verifying Officer/ Anti-ragging squad member/ grade point conversion work/worked as Rapporteur /Co-Chairman in the National/International Conferences, Seminars, Workshops/ Symposium. etc./ Member of Class and Exam time-table committee, Press meet work/ participation in UG&PG admission/ member involved in organization/ Selection of Farmers / Teachers for nomination to various awards etc. Any other activities duly signed by controlling officer	

VII. Service in Remote Areas**Max. Marks: 5.0**

a) A/ B Class City b) C Class City c) Other Places below "C" Class	
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VIII. Annual Assessment Report (AAR) during the assessment period**Max. Marks: 12.0**

S. No.	Category	Grade	Marks
1	Outstanding	A ⁺	4.0 marks
2	Very Good	A	3.5 marks
3	Good	B	2.5 marks
4	Satisfactory	C	1.5 marks

The numerical value of all the reports of a teacher considered for upgradation shall be added up and divided by the number of years for which reports are considered in order to find out the average value.

An average marks of 2.5 is the minimum requirement for upgradation from AGP of Rs.8000/- to 9000/-

An average marks of minimum 2.5 marks is required for upgradation from AGP of Rs. 9000 to 10000/-.

The average marks scored by an individual below the minimum requirement for Upgradation shall not be considered eligible for upgradation.

IX. Performance in Interview**Max. Marks: 10.0**

Minimum marks to be obtained for upgradation from AGP of Rs. 8000 to Rs. 9000 : 60

Minimum marks to be obtained for upgradation front AGP of Rs. 9000 to Rs. 10000 : 60



RAJMATA VIJAYARAJE SCINDIA KRISHI VISHWA VIDYALAYA, GWALIOR
SCORE CARDS FOR UP GRADATION UNDER CAREER ADVANCEMENT SCHEME - 2009
IN RVSKVV, GWALIOR (M.P.)

Score Card for Assessment of ASSISTANT LIBRARIAN in the pay Band of Rs. 15600-39100

- (i) to move from AGP Rs. 6000 to AGP Rs. 7000
(ii) to move from AGP Rs. 7000 to AGP Rs. 8000

I. Library Services*		Max. Marks: 50
1. Library Services : Services rendered in different sections of the Library like Acquisition, Periodicals, Technical, Circulation, Documentation, Maintenance, Computer, Reference etc.		
2. Specialized /Additional Services: Services rendered under the following section a. Birding section, b. General T.B.B. c. SC/ST, ST Book Bank, d. Photographic section, e. Institutional Repositories, f. Digital Library, g. Assisting Librarian in Administration.		
3. Teaching offered for PG students(Non credit course)		
4. Innovative Library Activities: Conducting Library Usage survey, conducting Book Exhibition, Preparation of Reading list for Students, Creation of Databases OP AC. Attending as a member of University Committee Special Lecture as a guest,		
5. Institutional Building Activities: a) Competitive projects by the individuals as PI b) Project funded by Govt. / University /ICAR 50% marks for Co-PI/ Associates		

* Certificate issued by competent authority and documentary proof, duly verified by the controlling officer must be enclosed for each activity.

II. Published Work during the Assessment Period		Max. Marks: 10.0
(a) For each full length article published in refereed NAAS rated journal		
(b) For each book published / edited		
(i) Recognized publishers with ISBN		
(ii) Chapters in standard books with ISBN		
(iii) Published individually		
(iv) Research/ Extension Bulletin		
(c) (i) For each research note /communication in a Journal (ii) Abstract in symposium/seminar/workshop/training manual/ proceedings of the workshop (iii) Popular article/leaflet		

Note: Any publications having 3 authors, each author will get equal marks and such of the publications which have more than 3 authors; fourth author onwards will get half of the assigned mark.

III. Summer Schools/Winter Schools/Refresher Course/Special Training/Symposia/ Seminar/ Workshop/Conference **Max. Marks: 6.0**

(a) For organizing each activity as in the title as Course Director or Coordinator (i) Up to 10 days (ii) More than 10 days 50 % for Course Co-Director / Co-Coordinator	
(b) For participation in Summer School/ Refresher Course/ orientation Course of more than 10 days duration.	
(c) For participation in Special Training / Orientation Programmes/ Symposia / Seminars / Conference / Workshops/ etc. (except Annual workshop)	

IV. International Exposure

Max. Marks: 1.0

International visits/training/courses (outside India only)	
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V. Awards/ Distinctions Received

Max. Marks: 3.0

(a) International Award	
(b) National Award	
(c) State Award	
(d) University Award	
(e) Professional Society Award	

Note: Best paper award / Best Poster presentation award/ Best Poster presentation award in any journal/ Conference / Seminar / Symposium etc. will be treated as Professional Society award.

VI. Corporate / Other Activities.

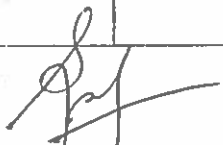
Max . Marks :13.0

a) Activities performed as External exam coordinator/ Associate coordinator/ Warden/ Staff Advisor/ Tour Leader and Co-Tour leader (State/All India)/ NSS programme officer/ NSS coordinator/ Indian Redcross Society Programme Officer/ Coordinator/ NCC Officer/ Farm Management/ Academic, General, Financial Management (as AO/ DAO/ AAO/ Dy. R/ AR/ DC/ AC/ Dy. Librarian/ Asst. Librarian etc.)/ Scrutinizing UG/PG grades/ P.G. Coordinator / Seminar Incharge/ Leader / member in monitoring team.	
b) Activities performed as Member- Co-chairman - Chairman of different committees of National - International - activities/ RAWE - Assoc. Coordinator - participation in RAWE camp/ Internship/ Tournament Organized/ Spl. Officer of SC-ST Cell/ Minority Cell/ Technical Assistant (Part-time)/ Students Counselor/Leader for exposure visit of Farmers/ Liaison Officer for BOM/VIP's tours assigned by the University/ Participation in Melas / Exhibitions as State, National, International levels representing University/ Member/ Co-Chairman in different committees of RVSKVV / Team Manager and Co-Team Manager to Sports/ Cultural Activities/ Stock verifying Officer/ Anti-ragging squad member/ grade point conversion work/worked as Rapporteur /Co-Chairman in the National/International Conferences, Seminars, Workshops/ Symposium etc./ Member of Class and Exam time-table committee, Press meet work/ participation in UG&PG admission/ member involved in organization/ Selection of Farmers / Teachers for nomination to various awards etc. Any other activities duly signed by controlling officer.	

VII. Service in Remote Areas

Max. Marks: 5.0

a) A/ B Class City b) C Class City c) Other Places below "C" Class	
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VIII. Annual Assessment Report (AAR) during the assessment period**Max. Marks : 12.0**

S. No.	Category	Grade	AGP of Rs. 6000 to 7000 (4 years)	AGP of Rs. 7000 to 8000 (5 years)
a	Outstanding	A ⁺	3.0 marks	2.5 marks
b	Very Good	A	2.5 marks	2.0 marks
c	Good	B	2.0 marks	1.5 marks
d	Satisfactory	C	1.5 marks	1.0 marks

The numerical value of all the reports of a teacher considered for upgradation shall be added up and divided by the number of years for which reports are considered in order to find out the average value.

An average marks of 2.0 is the minimum requirement for upgradation from AGP of Rs.6000/- to 7000/-.

An average marks of minimum 1.5 marks is required for upgradation from AGP of Rs. 7000/- to 8000/-.

The average marks scored by an individual below the minimum requirement for upgradation shall not be considered eligible for upgradation.

Minimum marks to be obtained for upgradation from AGP of Rs. 6000 to Rs. 7000 : 60

Minimum marks to be obtained for upgradation front AGP of Rs. 7000 to Rs. 8000 : 60



RAJMATA VIJAYARAJE SCINDIA KRISHI VISHWA VIDYALAYA, GWALIOR
SCORE CARDS FOR UP GRADATION UNDER CAREER ADVANCEMENT SCHEME - 2009
IN RVSKVV, GWALIOR (M.P.)

Score Card for Assessment for Upgradation from ASSISTANT LIBRARIAN (Pay Band of 15600-39100 + AGP Rs. 8000) to DEPUTY LIBRARIAN (Pay Band of 37400-67000 + AGP Rs. 9000)

I. Services Rendered under different sections of the Library*	Max. Marks: 45
Acquisition Section :- 1. Listing of indented Books for Library Committee meeting. 2. Procuring of books from different firms. 3. Taking entries of books into the accession register. 4. Attending Audit queries. 5. Sending list of books to the indented Departments.	
Periodical Section:- 1. Subscribing Indian and Foreign Periodicals. 2. Receiving Gift and Exchange of Periodicals. 3. Sending Reminders. 4. Sending Journals for binding section. 5. Attending Audit quires.	
Technical Section:- 1. Classification of Books & Journals. 2. Cataloguing of Books & Journals. 3. Technical Processing of Books & Journals. 4. Preparation of Catalogue Cords & Merging with existing catalogue. 5. Maintenance of Shelf List/OPAC	
Circulation Section:- 1. Library Membership- issuing Computerized ID Cards for Students, Teachers and Researchers. 2. Supervision of Charging System and Discharging system. 3. Overdue collections. 4. Issuing No-dues certificates for Teachers and Students. 5. Inter Library Loan / Allotment of Research Cubicles	
Reference Section:- 1. Providing reference service to the users of the Library with print and non print sources. I 2. Acquisition of Reports and Theses. j; 3. Classification and cataloguing of Reports and Theses. 4. Offering orientation courses of UG and PG Students. 5. Maintenance of Reference Section, Report Section and Thesis Section.	
Documentation Section :- 1 . Preparation of recent addition (Monthly). 2. Compilation of Current Catalogue of Periodicals. 3. Compilation of Bibliographies. 4. Compilation of Catalogue of Theses. 5. Technical Information .Services and Reading lists.	
Maintaining of Books / Periodicals Section:- 1. Maintenance of Books stacks. 2. Maintenance of Periodicals. 3. Removal Books for Binding and repair. 4. Providing Reader guides and bay guides. 5. Providing reference service.	

Computer Section:- 1. Providing Internet Service to the readers. 2. Subscription of CD-ROM Databases. 3. Subscription of Online Journals. 4. OPAC (Online Public access catalogue) 5. Over all maintenance of Computer Section.	
Teaching offered for PG students(Non credit course)	

Specialized Library Service

Reprographic Section:- 1. Procurement of materials for Reprographic section. 2. Maintenance of the Xerox Machines. 3. Maintenance of the printers.	
General Text Book Bank:- 1. Procurement of Text Books for TBB 2. Issue and return of the Text books to Students. 3. Issuing No due Certificates for the Students	
SC/ST Book Bank:- 1. Procurement of Text Books to SC/ST Book Bank. 2. Issue and return of the Text books to SC/ST Students. 3. Issuing No due Certificates for SC/ST Students.	
Binding Section:- 1. Procurement of Materials for the Binding Section. 2. Arranging for Books, Journals, Reports for Binding. 3. Supervision of the Binding Section.	
Photographic Section:- 1. Procurement of Materials for the Photographic Section. 2. Collection of fees for ID Cards. 3. Distribution of photo ID Cards.	
Adopting information and Technologies (ICT) 1. Video Library maintenance 2. Digitalization of documents 3. E-Learning	
Ad-hoc Projects as PI 1. Competitive projects by individuals 2. Projects Funded by Govt. / University / ICAR 50% marks for Co-PI / Associates	

* Certificate issued by competent authority and documentary proof, duly verified by the controlling officer must be enclosed for each activity.

II. Published Work during the Assessment Period

Max. Marks: 12.0

(a) For each full length article published in refereed journal		
(b) For each book published / edited		
(i) Recognized publishers with ISBN		
(ii) Chapters in standard books with ISBN		
(iii) Published individually		
(iv) Research/ Extension Bulletin		
(c) (i) For each research note /communication in a Journal / abstract in symposium/seminar/workshop/training manual/ proceedings of the workshop (ii) Popular article/leaflet		

Note: Any publications having 3 authors, each author will get equal marks and such of the publications which have more than 3 authors; fourth author onwards will get half of the assigned mark.

III. Summer Schools/Winter Schools/Refresher Course/Special Training/Symposia/ Seminar/ Workshop/Conference **Max. Marks: 4.0**

(a) For organizing each activity as in the title as Course Director or Coordinator (i) Up to 10 days (ii) More than 10 days 50 % for Course Co-Director / Co-Coordinator	
(b) For participation in Summer School/ Refresher Course/ orientation Course of more than 10 days duration.	
(c) For participation in Special Training / Orientation Programmes/ Symposia / Seminars / Conference / Workshops/ Group Meet etc.	
(d) Other members involved in organization of above activities.	

IV. International Exposure

Max. Marks: 1.0

International visits/training/courses (outside India only)	
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V. Awards/ Distinctions Received

Max. Marks: 3.0

(a) International Award	
(b) National Award	
(c) State Award	
(d) University Award	
(e) Professional Society Award	

Note: Best paper award / Best Poster presentation award/ Best Poster presentation award in any journal/ Conference / Seminar / Symposium etc. will be treated as Professional Society award.

VI. Other Corporate Activities.

Max. Marks: 8.0

a) Activities performed as External exam coordinator/ Associate coordinator/ Warden/ Staff Advisor/ Tour Leader and Co-Tour leader (State/All India)/ NSS programme officer/ Indian Redcross Society Programme Officer/ Coordinator/ NCC Officer/ Farm Management/ Academic, General, Financial Management (as AO/ DAO/ AAO/ Dy. R/ AR/ DC/ AC/ Dy. Librarian/ Asst. Librarian etc.)/ Scrutinizing UG/PG grades/ P.G. Coordinator / Seminar in charge/ Leader / member in monitoring team.	
b) Activities performed as Member- Co-chairman - Chairman of different committees of National - International - activities/ RAWE - Assoc. Coordinator - participation in RAWE camp/ Internship/ Tournament Organized/ Spl. Officer of SC-ST Cell/ Minority Cell/ Technical Assistant (Part-time)/ Students Counselor/Leader for exposure visit of Farmers/ Liaison Officer for BOM/VIP's tours assigned by the University/ Participation in Mela / Exhibitions as State, National, International levels representing University/ Member/ Co-Chairman in different committees of RVSKVV / Team Manager and Co-Team Manager to Sports/ Cultural Activities/ Stock verifying Officer/ Anti-ragging squad member/ grade point conversion work/worked as Rapporteur /Co-Chairman in the National/International Conferences, Seminars, Workshops/ Symposium etc./ Member of Class and Exam time-table committee, Press meet work/ participation in UG&PG admission/ member involved in organization/ Selection of Farmers / Teachers for nomination to various awards. Any other activities duly signed by controlling officer.	



VII. Service in Remote Areas**Max. Marks: 5.0**

a) A/ B Class City b) C Class City c) Other Places below "C" Class	
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VIII. Annual Assessment Report (AAR) during the assessment period**Max. Marks :12.0**

S. No.	Category	Grade	Marks
1	Outstanding	A ⁺	4.0 marks
2	Very Good	A	3.5 marks
3	Good	B	2.5 marks
4	Satisfactory	C	1.5 marks

The numerical value of all the reports of a teacher considered for upgradation shall be added up and divided by the number of years for which reports are considered in order to find out the average value.

An average marks of 2.5 is the minimum requirement for upgradation from AGP of Rs.8000/- to 9000/-. The average marks scored by an individual below the minimum requirement for upgradation shall not be considered eligible for up gradation.

IX. Performance in Interview**Max. Marks: 10.0**

Minimum marks to be obtained for up gradation front AGP of Rs. 8000 to Rs. 9000 : 60

