


Appraisal Policy




PRINCIPAL
Shri Jain Vidhya Prasarak Mandal
College of Education (B.Ed.)
Chinchwadgaon, Pune-33.



॥ पढमं नाणं तओ दया ॥

श्री जैन विद्या प्रसारक मंडळ

श्री फत्तेचंद मार्ग, चिंचवडगांव, पुणे - ४११ ०३३. फोन : ०२०-२७३५४६३३

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जावक क्र. :

दिनांक : ०१/०६/२०१६

**This Appraisal Policy applicable for teaching staff of
Shri Jain Vidya Prasarak Mandal College of Education , Chinchwad
Pune-411033**

Under the guidelines of State Government and Savitribai Phule Pune University about the Appraisal policies for Teaching Staff, Institute has designed their own appraisal policies for teaching staff who are working in the institutes and same is as under.

1. In order to evaluate the work of the teacher, he/she should prepare an out-line of his/her academic program in consultation with the concerned Principal at the beginning of a session and also after that at the end of the academic year prepare a report of the work done by him/her which should be submitted to the Principal by the end of concerned academic the year.

In addition to that, the Assessment Report of all the teachers shall be keep and maintained by the Principal/ for the following purposes.

- (a) For evaluation of six monthly report during the period of probation.
- (b) For confirmation in service.
- (c) For consideration at the time of interview for a higher post.
- (d) Once every three years for determining whether the teacher continues to take his/her work seriously.
- (e) On other occasions when required for specific purposes.
- (f) As decided by Principal for better performance of the said teacher time to time.

2. The adverse remarks as well as remarks of appreciation of any outstanding work shall be brought to the notice of the person concerned by Principal or Hon. General Secretary, Governing Body in that case of Principal with a view to making improvement in the work, by the person concerned, if the report is adverse. The teacher aggrieved by any adverse remarks may represent to the Competent Authority which shall deal with such representation suitably.



3 The Committee consisting of the following members may shall consider the Assessment Report and will also recommend for further increment/promotion.

(i) The Chairman, Governing Body or his nominee.

(ii) The Principal of the institute

(iii) Two experts in the concern subject nominated by the Governing Body time to time.

However, in case where assessment of the Principal is concerned, in place of the Principal, the words "an outside expert nominated by the Competent Authority" substituted.

4. On the recommendation of the above said Committee referred to above the Governing Body shall permit the teacher for increment/promotion. If the report is adverse, he/she will not entitle for any increment/ promotion till the above said authorities concerned recommend that he/she be permitted for increment/promotion.

Principal
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Hon. General Secretary
Hon. Gen. Secretary
Shri Jain Vidya Prasarak Mandal
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