ANNEXURE - I

| GOVERNMENT OF ANDHRA PRADESH | | | | |
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| DEPARTMENT OF TECHNICAL EDUCATION | | | | |
| **Assessment for Lecturers and Senior Lecturers** | | | | |
| **Sl.No** | **Item** | **Description** | | **POINTS** |
| 1 | Educational Qualifications | ME/M.TECH/M.PHARM/M.PHIL | | 1 Point |
| | | Ph.D | | 3 Points |
| | | OTHERS (B.TECH.Ed, M.TECH Ed, B.Ed, M.Ed) | | 1 Point |
| 2 | Merit Awards | Whether any Merit awards received for the Thesis / dissertation / project work during their studies in UG/PG/Ph.D | | 1 point for each Merit Award |
| 3 | Cadre / Designation and Length of Service | For the first 5 years of service ( basic criteria for eligibility) the Individual gets 5 points. Additional Points ( 1 Point for each Year) are given to the service in the cadre to which the individual applies. | | 5 + 1 point for very year of service |
| 4 | Length of Service | (In the entire service ) Length of service in Polytechnics situated in Tribal areas/GMRs<br>Length of service in a Polytechnic situated in a rural area<br>Length of service in Polytechnics situated in Urban Areas | | 3 points for every 1 year of service in Tribal Area/GMRs<br>2 points for every one year for service in Polys Rural area<br>1 point for every 1 year of service in Polys urban area |
| 5 | Contribution to Professional Growth | Books Published other than Ph D Thesis | | 3 points for each published Book |
| | | Articles Published in Standard journal/s | | 5 Points for each Article |
| | | Articles Published in Department Journal | | 3 for each Published Article |
| | | Delivery of Lectures in hosting Virtual Class rooms in the preceeding Academic Year | | 1 point for each lecture session |
| | | Use of Teaching Aids | | 2 Points |
| | | Training Programmes Attended during Service (minimum 1 week training Programmes- FDPs) | | 1 point for every 1 week training Programme |
| | | Establishment of New Laboratories with not less than Rs 5 lakhs per lab from either funding agencies/ CSR initiatives from Organizations/MODROBS /AICTE | | 3 points for each laboratory established with not less than Rs 5 lakhs |
| | | Membership in Recognized Professional Body/bodies like IES/ISTE/MIE/FIE ect., | | 1 point for membership in each professional body |
| | | Consultancy to Industry at individual level through the Institution | | 3 points for every Rs 50,000/- generated per annum |
| 6 | Students' Support Activities | Results (Average % in Theory Subjects) | | |
| | | a | 51% - 60% | 4 |
| | | b | 61% - 70% | 5 |
| | | c | 71% - 80% | 8 |
| | | d | 81% - 90% | 12 |
| | | e | 91% - 95% | 15 |
| | | f | 96% - 100% | 20 |

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|---|---|---|---|
| | | Contribution to Tech Fest | 2 points for each project selected for State Level Poly Tech Fest and 6 points for each project that is awarded first, 4 points for each project awarded second and 3 points for each project awarded third at state level Poly Tech Fest. |
| | | Contribution as guide for students' published articles in Department Journal 'Journal of Polytechnics in Andhra Pradesh' | 5 Points for each Article Published |
| | | Number of Industry Expert lecture/s organized at Branch Level | 1 point for each Lecture |
| 7 | Extra Curricular Activities | NCC<br>Number of students nominated to Delhi Republic Day Parade/National Integration camp | 1 point for activity.<br>2 additional points if any NCC cadet was nominated to Delhi Republic Day Parade/National Integration camp |
| | | In-charge as Physical Director | Awards as winners /runners in sports and games events in IPSGM (STATE LEVEL)<br>winner -5 points<br>runner - 3 points |
| 8 | Additional Charges | Training and Placement Officer<br>Hostel Deputy Warden<br>Officer on Special Duty<br>Librarian in charge<br>SDC Coordinator<br>Incharge of laboratory/ies established in collaboration with other organizations (example: CISCO / SIEMENS TSDIs)<br>Active Participation in Government Initiatives such as ODF/Vanam manam etc., | 3 Points for each additional responsibility |
| 9 | Awards /State Awards | Any award/s or State Awards received other than Best Teacher Award and other than furnished at Sl. No. '2' | 1 point for each Award |
| 10 | Accreditation | Contribution for getting Accreditation by NBA for the Course | 10 points for accreditated course<br>7 Points for re-accreditated Course |
| 11 | Students' Feedback | Quality of delivery<br>Coverage of Syllabus<br>Use of Teaching Aids<br>Punctuality | Feedback of students in the preceeding Acedamic Year (Maximum 20 Points) |
| 12 | Recommendations | Contribution to 1. Teaching Learing Procress 2. Institutional Development Activity | Confidential report from Principal |

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**COMMISSIONER**

# ANNEXURE - II

| GOVERNMENT OF ANDHRA PRADESH | | | | |
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| DEPARTMENT OF TECHNICAL EDUCATION | | | | |
| **Assessment for Head of Section** | | | | |
| **Sl.No** | **Item** | **Description** | | **POINTS** |
| 1 | Educational Qualifications | ME/M.TECH/M.PHARM/M.PHIL | | 1 Point |
| | | Ph.D | | 3 Points |
| | | OTHERS (B.TECH.Ed, M.TECH Ed, B.Ed,M.Ed) | | 1 Point |
| 2 | Merit Awards | Whether any Merit awards received for the Thesis / dissertation / project work during their studies in UG/PG/Ph.D | | 1 point for each Merit Award |
| 3 | Cadre / Designation and Length of Service | For the first 10 years of service ( basic criteria for eligibility) the Individual gets 5 points. Additional Points ( 1 Point for each Year) are given to the service in the cadre to which the individual applies. | | 5 + 1 point for very year of service |
| 4 | Length of Service | (In the entire service ) Length of service in Polytechnics situated in Tribal areas /GMRs<br>Length of service in a Polytechnic situated in a rural area<br>Length of service in Polytechnics situated in Urban Areas | | 3 points for every 1 year of service in Tribal Area/GMRs<br>2 points for every one year for service in Polys Rural area<br>1 point for every 1 year of service in Polys urban area |
| 5 | Contribution to Professional Growth | Books Published other than Ph D Thesis | | 3 points for each published Book |
| | | Articles Published in Standard journal/s | | 5 Points for each Article |
| | | Articles Published in Department Journal | | 3 for each Published Article |
| | | Utilization of Virtual Classrooms | | 20 sessions by staff of branch - 10 points |
| | | Use of Education Technology (LMS) | | 50% registered and using - 10 points |
| | | Training Programmes Attended during Service | | 1 point for every 1 week training Programme |
| | | Establishment of New Laboratories with not less than Rs 5 lakhs per lab from either funding agencies/ CSR initiatives from Organizations/MODROBS/AICTE | | 3 points for each laboratory established with not less than Rs 5 lakhs |
| | | Membership in Recognized Professional Body/bodies like IES/ISTE/MIE/FIE ect., | | 1 point for membership in each professional body |
| | | Consultancy to Industry at branch level through the Institution | | 3 points for every Rs 50,000/- generated per annum |
| 6 | Students' Support Activities | Results (Average % of Branch Performance) | | |
| | | a | 51% - 60% | 4 |
| | | b | 61% - 70% | 5 |
| | | c | 71% - 80% | 8 |
| | | d | 81% - 90% | 12 |
| | | e | 91% - 95% | 15 |

| | | | |
|---|---|---|---|
| | | f 96% - 100% | 20 |
| | | Contribution of Students of Branch to Tech Fest | 2 points for each project selected for State Level Poly Tech Fest and 6 points for each project that is awarded first, 4 points for each project awarded second and 3 points for each project awarded third at state level Poly Tesh Fest. |
| | | Contribution as guide for students' published articles in Department Journal 'Journal of Polytechnics in Andhra Pradesh' | 5 Points for each Article Published |
| | | Number of Industry Expert Lectures for the Branch | 2 sessions in a Semester - 5 points |
| | | Number of Visits to Industry by students | 2 visits in a year - 5 points |
| | | NCC<br>Number of student/s nominated to Delhi Republic Day Parade/National Integration camp | 1 point for activity.<br>2 additional points if any NCC cadet was nominated to Delhi Republic Day Parade/National Integration camp |
| | | Formation of Alumni Association and conducting of Alumni Meet | 5 Points |
| | | ( In the preceeding year)<br>Apprenticeship through BoAT, SR Region, Chennai<br>Training & Placement | 1 point for each student apprenticeship through BoAT<br>1 Point for each Placement for a minimum of Rs 10,000/- per student |
| 7 | Administrative Duties | Effective Supervision of the following :<br>Biometrics<br>Virtual Classrooms<br>Learning Management System (LMS) and Digital Classrooms<br>Utilization of Virtual Labs | 100% Biometrics for Staff and Students - 10 points<br>Virtual classroom lectures hosted - 2 points for each lecture<br>1 point for recipient lecture<br>LMS: No. of hits from students - 1 point for each hit |
| 8 | Developmental Activity | Accreditation | 10 points if Course is accreditated<br>7 Points for re-accreditated Course |
| | | Establishing / Tapping Central Government /AICTE Schemes / MoU/s with Industry for Training Students etc.,) | 10 points for each contribution |
| 9 | Recommendations | Contribution to<br>1. Facilitating Teaching Learning Process<br>2. Institutional Development Activity | Confidential report from Principal |

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**COMMISSIONER**

# ANNEXURE - III

| GOVERNMENT OF ANDHRA PRADESH | | | | |
|---|---|---|---|---|
| DEPARTMENT OF TECHNICAL EDUCATION | | | | |
| **Assessment for Principal** | | | | |
| **Sl.No** | **Item** | **Description** | | **POINTS** |
| 1 | Educational Qualifications | ME/M.TECH/M.PHARM/M.PHIL | | 1 Point |
| | | Ph.D | | 3 Points |
| | | OTHERS (B.TECH.Ed, M.TECH Ed, B.Ed,M.Ed) | | 1 Point |
| 2 | Merit Awards | Whether any Merit awards received for the Thesis / dissertation / project work during their studies in UG/PG/Ph.D | | 1 point for each Merit Award |
| 3 | Cadre / Designation and Length of Service | For the first 10years of service ( basic criteria for eligibility) the Individual gets 5 points. Additional Points ( 1 Point for each Year) are given to the service in the cadre to which the individual applies. | | 5 + 1 point for very year of service |
| 4 | Length of Service | (In the entire service ) Length of service in Polytechnics situated in Tribal areas /GMRs<br>Length of service in a Polytechnic situated in a rural area<br>Length of service in Polytechnics situated in Urban Areas | | 3 points for every 1 year of service in Tribal Area/GMRs<br>2 points for every one year for service in Polys Rural area<br>1 point for every 1 year of service in Polys urban area |
| 5 | Contribution to Professional Growth | Books Published other than Ph D Thesis | | 3 points for each published Book |
| | | Articles Published in Standard journal/s | | 5 Points for each Article |
| | | Articles Published in Department Journal | | 3 for each Published Article |
| | | Utilization of Virtual Classrooms | | 5 sessions per branch - 10 points |
| | | Use of Education Technology (LMS) | | 50% registered and using - 10 points per branch |
| | | Training Programmes Attended during Service (minimum 1 week training Programmes- FDPs) | | 1 point for every 1 week training Programme |
| | | Establishment of New Laboratories with not less than Rs 5 lakhs per lab from either funding agencies/ CSR initiatives from Organizations/MODROBS/AICTE | | 3 points for each laboratory established with not less than Rs 5 lakhs |
| | | Membership in Recognized Professional Body/bodies like IES/ISTE/MIE/FIE ect., | | 1 point for membership in each professional body |
| | | Consultancy to Industry by the Institution | | 3 points per Branch for a minimum of Rs 50,000/- generated per annum |
| 6 | Students' Support Activities | Results (Average % of Institution's Performance) | | |
| | | a | 51% - 60% | 4 |
| | | b | 61% - 70% | 5 |
| | | c | 71% - 80% | 8 |
| | | d | 81% - 90% | 12 |

| | | | |
|---|---|---|---|
| | | e 91% - 95% | 15 |
| | | f 96% - 100% | 20 |
| | | Taking up Teaching as per AICTE norms | 5 points |
| | | Contribution of Students of Institution to Tech Fest | 2 points for each project selected for State Level Poly Tech Fest and 6 points for each project that is awarded first, 4 points for each project awarded second and 3 points for each project awarded third at state level Poly Tech Fest. |
| | | Contribution of self (Authorship or co-authorship) or as guide for students' published articles in Department Journal 'Journal of Polytechnics in Andhra Pradesh' | 5 Points for each Article Published |
| | | Number of Industry Expert Lectures | 2 sessions per branch - 5 points |
| | | Number of Visits to Industry by students | 2 visits per branch - 5 points |
| | | ( In the preceeding year)<br>Apprenticeship through BoAT, SR Region, Chennai<br>Training & Placement | 1 point for each student apprenticeship through BoAT and Placement for a minimum of Rs 10,000/- per student |
| | | Formation of Alumni Association and conducting of Alumni Meet | 5 Points |
| 7 | Administrative Duties | Effective Supervision of the following :<br>Biometrics Virtual Classrooms<br>Learning Management System (LMS) and Digital Classrooms<br>MIS / Management Information System implementation of e Office | 100% Biometrics for Staff and Students - 10 points<br>100% implementation- 10 points<br>maintenance of Uninterrupted internet connectivity and power supply - 10 points<br>updating of Institutional Website / MIS- 10 points |
| 8 | Financial Responsibilities | Budget Utilization for Development of Institution | Minimum 70% utilization - 10 points |
| 9 | Developmental Activity | Accreditation | 10 points for each accreditated course<br>7 Points for re-accreditated Course |
| | | Establishing Production cum Training Centre / Community Colleges/ Tapping Central Government /AICTE Schemes / MoU/s with Industry for Training Students etc.,)<br>Mobilizing CSR Funds for development of Polytechnic | 10 points for each contribution |
| 10 | Recommendations | Contribution to<br>1. Facilitating Teaching Learning Process<br>2. Institutional Development Activity | Confidential report from Concerned RJD |

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**COMMISSIONER**