



# The Bihar Gazette

## EXTRA ORDINARY

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BIHAR AGRICULTURAL UNIVERSITY  
SABOUR – 813 210, (BHAGALPUR)

#### NOTIFICATION

*The 3<sup>rd</sup> January 2020*

No. Registrar/B.A.U., Sabour/1812---In exercise of power conferred under Section 36(2) of the Bihar Agricultural University Act, 2010, the following amendments in chapter 4.4(1) and 4.4(2) of Bihar Agricultural University statute 2010 as approved by the Hon'ble Chancellor, duly conveyed by the Legal Officer-cum-Incharge, Officer on Special Duty (Judl.), Governor's Secretariat, Raj Bhawan, Bihar, Patna vide its letter no. BAU-06/2011-3595-GS(1) dated 31.12.2019, are hereby published under section 36(3) of the Bihar Agricultural University Act, 2010 for general information:

Before Amendment	After Amendment
<p><b><u>Career Advancement Scheme for promotion of teachers effective from 27.07.1998</u></b></p>	<p><b><u>Regulations of Career Advancement Scheme, 2006</u></b></p>
<p>4.4 (1) a) Minimum length of service for eligibility to move into the grade of Assistant Professor (Senior scale) would be four years for those with Ph.D., five years for those with M.Phil and six years for others as Assistant</p>	<p>1. This Career Advancement Scheme is for Teachers, Scientists, Extension Specialists and equivalents, and shall be called CAS of 2006 for Teachers of BAU, Sabour.</p> <p>2. The new CAS shall come into effect from 01/01/2009 with PBAS based</p>

Professor and for eligibility to move into the Grade of Assistant Professor (Selection Grade)/ Associate Professor, the minimum length of service as Assistant Professor (Senior scale) shall be uniformly five years.

b) For movement into grades of Associate Professor and above, the minimum eligibility criteria would be Ph.D. Those teachers without Ph.D. can go up to the level of Assistant Professor (Selection Grade).

c) An Associate Professor with a minimum of eight years of service will be eligible for consideration for appointment as a University Professor.

d) The Selection Committee for Career Advancement Scheme shall be the same as those for direct recruitment for each category. In addition, one representative of the State Government will be included as a member of the committee as contained in item-2(vii) of the Sankalap No. 2976 dated 05.10.2002 issued by the Deptt. of Agriculture, Govt. of Bihar, Patna.

e) The existing scheme of Career Advancement for non-academic staff namely Assistant Registrar, Assistant Librarian would continue.

**4.4 (2) Eligibility criteria for promotion:**

Eligibility for the post of Assistant Professor (Basic Grade) - As provided in Section 13.1(22) of the Statutes

**4.4 (2.1) Assistant Professor (Senior Scale)**

An Assistant Professor/Junior Scientist will be eligible for placement in a senior scale

API scoring.

3. The scheme shall apply to the Teachers, Scientists, Extension Specialists and equivalents working in the jurisdiction of Bihar Agricultural University, Sabour, Bhagalpur, Bihar.
4. The Academic Performance Indicator (API) cut off score points required for placements in next AGP shall be 75 marks out of 100 marks at each stage of evaluation.
5. The promotion under CAS shall be made once in a year preferably in December. The process of screening and selection shall be completed by the university within six months from the last date of the application.

**Procedure for implementation of CAS of 2006**

1. The university shall invite the application from the teacher / Scientist who wishes to be considered for placement under CAS and teacher shall have to submit the application in prescribed proforma on or before the last date duly forwarded by the concerned controlling officer only after fulfilling the all qualifications and requirements under CAS and submits to the University, the PBAS based work done report, duly supported by all credentials. The university shall immediately initiate the process of screening/selection, and shall complete the process within six months from the date of application. Further, the candidate who fulfils all other criteria mentioned in these

through a procedure of selection, if he/she has:

i) Completed six years of service after regular appointment as Assistant Professor with relaxation of one and two years respectively, for those with M.Phil and Ph.D.;

ii) Participated in one orientation course and one refresher course of approved duration, or engaged in other appropriate continuing education programmes of comparable quality as may be specified or approved by the University Grants Commission/ICAR;

(Those with Ph.D. degree would be exempted from one refresher course)

iii) Consistently satisfactory performance appraisal reports, with at least three publications in a reputed national journals having rating more than 3.00 in NAAS.

iv) Shall have at least three publication in a reputed national journals having rating more than 3.00 in NAAS.

v) Shall have at least three outstanding remarks on CR/AR, which can be relaxed by the committee.

**4.4 (2.2) Assistant Professor / Junior Scientist (Selection Grade) :**

Assistant Professor/Junior Scientist in the senior scale who do not have a Ph.D. degree or equivalent published work, and who do not meet the scholarship and research standards, but fulfil the other criteria given above for the post of Associate Professor/Senior Scientist, and have a good record

Regulations as on the date of notification of these Regulations shall be considered for placement from the date, on or after that, on which they fulfil these eligibility conditions as mentioned above and financial benefit will be given from the date of eligibility.

2. A teacher shall have earned annual increments regularly fringe the assessment period for CAS placements. These placements being a personal placement to the incumbent teacher, scientist or equivalent holding a substantive sanctioned post, on superannuation of the individual incumbent or the incumbent relinquish the post for any other reasons, the vacated post shall revert back to its original cadre.

3. The in-charge/Controlling officer /HOD will verify the information of the applicant by giving a certificate at the end of the application.

4. If a teacher, scientist or equivalent does not succeed in the first assessment, but succeeds in the eventual assessment, his/her placement shall be deemed to be from the later date he/she gets eligible for placement in higher grade.

5. The teachers, scientists or equivalent must be on roll and in active service of the university on the date of eligibility for placement and should submit his/her application on or before the last date of eligibility. In case of employees who have completed the eligibility condition before notification of

in teaching and preferably have contributed in various ways such as to the corporate life of the institution, examination work or through extension activities, will be placed in the Selection Grade, subject to the recommendations of the Selection Committee which is the same as for promotion to the post of Associate Professor. One representative of the State Government will be included in the selection Committee as per provision contained in item 2(vii) of the resolution no. 2976 dated 05.10.02 issued by the Department of Agriculture, Bihar, Patna. They will be designated as Assistant Professor/Junior Scientist in the Selection Grade. They would offer themselves for fresh assessment after obtaining Ph.D. or fulfil other requirements for promotion as Associate Professor/ Senior Scientist. If found suitable, he/she could be given the designation of Associate Professor/Senior Scientist.

**4.4 (2.3) Associate Professor / Senior Scientist (Promotion)**

An Assistant Professor/Junior Scientist in the Senior Scale will be eligible for promotion to the post of Associate Professor/Senior Scientist, if he/she has:

- i) Served as Assistant Professor (Sr. Scale) with 5 years of service in the senior scale or with a total of 9 years service as Assistant Professor Master degree (with Ph.D.)/10 years service (with M.Phil)/11 years service would be eligible for promotion to the post

this scheme (but on or after 31-12-2008), shall be entitled for promotion to the next cadre from the due date of eligibility irrespective of their date of application.

6. CAS placements from a lower grade pay to a higher grade pay of Assistant Professor cum Junior Scientist/Junior Scientist cum Assistant Professor / equivalent shall be conducted by a "Screening cum Evaluation Committee" adhering to the PBAS system.

7. The "Screening cum Evaluation Committee" for CAS shall consist of:

- One of the Deans / Directors of the University as a Chairman to be nominated by the Vice-Chancellor
- Director/Dean concerned as a member to be nominated by the Vice-Chancellor
- One of the senior most Professors as a member to be nominated by the Vice-Chancellor
- The concerned Head of the Division / Unit as a member
- Assistant Director Administration /Dy. Director Administration as a member secretary

*The quorum for the committee meeting shall be three including Chairman.*

8. The teachers seeking placement from Assistant Professor-cum-Junior Scientist to Associate Professor-cum-Senior Scientist and equivalent (AGP Rs. 9000/-) Associate Professor -cum-Senior Scientist and equivalent to University Professor-cum-Chief Scientist and equivalents (AGP Rs. 10,000/-) moving to higher pay band shall be called for interview before the selection

<p>of Assistant Professor/Junior Scientist (Selection Grade) /Associate Professor / Senior Scientist (Promotion);</p> <p>ii) Made some mark in the areas of scholarship and research as evidenced by self-assessment, reports of referees, quality of publications, contribution to educational innovation, design of new courses and curricula and extension activities;</p> <p>iii) After placement in the Senior Scale successfully participated in two refresher courses/summer/winter institutes of approved duration, or engaged in other appropriate continuing education programmes of comparable quality as may be specified or approved by the University Grants Commission/ICAR;</p> <p>iv) Possessed consistently good performance appraisal reports.</p> <p>v) Shall have at least three publication in a reputed national journals after having promotion to the Assistant Professor (Senior Scale)</p> <p>vi) Shall have at least three outstanding remarks on CR.</p> <p><b>4.4 (2.4)</b> Promotion to the post of Associate Professor/Senior Scientist (Promotion) will be through a process of selection by a Selection Committee to be set up under the Statutes/Ordinance of the University or other similar Committees set up by the appointing authority.</p> <p><b>4.4 (2.5)</b> University Professor / Chief Scientist (Promotion):</p>	<p>committee after it is cleared by the "Screening cum Evaluation Committee".</p> <p>9. The Selection committee for promotion under CAS to the post of Associate Professor - cum - Senior Scientist and University Professor-cum-Chief Scientist shall be the same as that for direct recruitment. On representative of State Govt. will also be included in the committee as per provision contained in item 2(vii) of the Sankalp no. 2976 dated 05.10.02 issued from the Department of Agriculture, Govt. of Bihar.</p> <p>10. The teacher or equivalent eligible for promotion/placement to higher grade and/or Grade pay before 31.12.2008 will be governed by per-revised provisions of Career advancement scheme.</p> <p>11. A differed placement at each stage of evaluation for those teachers/scientists who fall short of the cut-off marks by not more than 2 marks. Such Scientist will be required to submit fresh assessment application and will stand promoted to the next Grade Pay after one year subject to secure minimum cut-off marks (75 marks).</p> <p>12. However, those teachers/scientist whose score falls by more than 2 marks will have to submit their assessment for evaluation after two years from the date of their evaluation.</p> <p><b><u>Promotion procedures for Teachers, Scientists and equivalents under Carrier advancement Scheme-CAS</u></b></p>
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In addition to the sanctioned position of Professors, which must be filled in through direct recruitment through all India advertisements, promotions may be made from the post of Associate Professor/Senior Scientist to that of University Professor/Chief Scientist (Promotion) after 8 years of service as Associate Professor/Senior Scientist.

The Selection Committee for promotion to the post of University Professor/Chief Scientist (Promotion) should be the same as that for direct recruitment. One representative of the State Government will also be included in the committee as per provision contained in item 2(vii) of the Sankalap no. 2976 dated 05.10.02 issued from the Department of Agriculture, Govt. of Bihar. For the promotion from Associate Professor/Senior Scientist to University Professor/Chief Scientist (Promotion), the following method of promotion may be followed:

The Candidate should present herself/himself before the Selection Committee with the following documents:

- a) Self-appraisal reports (required).
- b) Research contribution / books / articles / Bulletin published.
- c) Any other academic contribution.
- d) Seminars/Conference attended.
- e) Contribution to teaching / academic environment / Institutional corporate life.

**of 2006**

1) An Assistant Professor or equivalent shall be eligible for placement in the higher Academic Grade Pay (AGP) of Rs. 7000/- in PB-3 RS. 15,600-39,100 if:

a) i) An Assistant Professor or equivalent has completed 04 years' service and possesses Ph. D degree in the relevant discipline.

(OR)

ii) An Assistant Professor or equivalent possessing M.Phil / M.Tech/ M.Sc (Ag) /M.Sc.(Hort.) / MVSc / M.F.Sc. / M.Sc. (Sericulture) degree shall be eligible for AGP of Rs. 7000 after completion of five years services.

(OR)

iii) An Assistant professor or equivalent who does not have Ph.D. or M. Phil degree shall be eligible for AGP of Rs. 7000 after completion of six years service.

b) He/she has participated in one training of 21 days duration or 02 orientation/refresher training courses/summer/winter schools or any other teaching/extension/research courses/learning methodology/evaluation technology programme etc, of at least 10 days duration before the date of notification of this guideline for implementing CAS.

c) He/she has earned a minimum Academic Performance Indicator (API) score (75 point) based on Performance Based Appraisal System (PBAS) as prescribed by the University.

**Explanation**

f) Extension and field outreach activities.

g) Shall have at least three publication after joining as Associate Professor-cum- Senior Scientist/Senior Scientist-cum- Associate Professor in a reputed national journals.

h) Shall have at least three outstanding remarks on CR.

The best three written contributions of the teacher (as defined by her/him) may be send in advance to the experts to review before coming for the selection. The candidates should be asked to submit these in three sets with the prescribed application.

The requirement of participation in orientation /refresher courses / summer / winter institutes, each of at least 3 to 4 weeks duration, and consistently satisfactory performance appraisal reports, shall be the mandatory requirement for career advancement from Assistant Professor/Junior Scientist (Senior Scale) to Assistant Professor/Junior Scientist (Selection Grade).

The requirement for completing these courses would be as follows:

i) For Assistant Professor/Junior Scientist to Assistant Professor/Junior Scientist (Senior Scale), one orientation course would be compulsory for University and College Teachers;

ii) Two refresher courses for Assistant Professor/Junior Scientist (Senior Scale) to Assistant

All Assistant Professors or equivalent who have completed 04 years/05 years/06 years of service in of PB-3 (Rs. 15,600-39,100+AGP Rs. 6000) on or after 31-12-2008 as explained above will be placed in the scale of PB-3 Rs. 15,600-39,100+AGP Rs. 7000/-, through a process of screening and evaluation of applications so received by the office of Director Administration and after verification in his office placed before the Screening Committee to determine eligibility for higher AGP and promotion to next higher rank under CAS scheme.

Recommendation of the Committee would be send to Vice-Chancellor and order be issued after approval.

2. An Assistant Professor or equivalent shall be eligible for placement in the higher Academic Grade Pay (AGP) of Rs. 8000/-in PB-3 of Rs. 15600-39100 if :

a) An Assistant Professor or equivalent has completed 5 years of service in AGP of Rs. 7000/-.

b) He/she has participated in one training of 21 days duration of refresher training courses/summer/winter schools or any other teaching/extension / research courses/learning methodology /evaluation technology programme etc. before the date of notification of this guideline for implementing CAS.

c) He/she has earned a minimum Academic Performance Indicator (API) scores (75) based on Performance Based Appraisal

<p>Professor/Junior Scientist (Selection Grade) are mandatory;</p> <p>iii) The Senior teachers like Associate Professor/Senior Scientist/Assistant Professor /Junior Scientist (Selection Grade) and University Professor/Chief Scientist may opt to attend two seminars / conferences in their subject area and present paper as one aspect of their promotion/selection to higher level or attend refresher course to be offered by ASCs for this level.</p>	<p>System (PBAS) as prescribed by the University.</p> <p><b>Explanation</b></p> <p>All Assistant Professors or equivalent who have completed 05 years service in PB-3 (Rs. 15600-39,100+AGP Rs. 7000/-) on or after 31-12-2008 as explained above, will be placed in the scale of PB-3 Rs. 15600/--39,100+AGP Rs. 8000/- through a process of screening and evaluation of applications so received by the office of Director Administration and after verification placed before the screening committee to determine eligibility for higher AGP and promotion to the next higher ranks under CAS scheme.</p> <p><i>Recommendation of the committee would be sent to the Vice-Chancellor and order be issued after approval.</i></p> <p>3. An Assistant Professor or equivalent will be promoted as Assoc. Professor or equivalent in the PB-4 of Rs. 37400-67000+AGP of Rs. 9000/- and will be designated as Associate Professor or equivalent if:</p> <p>a) An Assistant Professor or equivalent has completed 03 years of service in the AGP of Rs. 8000/- and possessing a Ph.D. degree in the relevant discipline shall be eligible to move PB-4 of Rs. 37,400 - 67,000 + AGP of Rs. 9000/-.</p> <p>b) A non Ph.D. Scientists/Teachers on completion of 3 years of service in AGP of Rs. 8000/- shall be eligible to move to the pay band of Rs. 37,400-67,000 + AGP of Rs. 9000/- and shall continue to be designated</p>
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as Assistant Professor /Junior Scientists. On acquiring Ph.D. degree, the Assistant Professor-cum-Junior Scientist shall be designated as Associate Professor-cum-Senior Scientist or after 01.01.2009 shall be Governed by these guidelines.

- c) He or she has earned a minimum academic performance indicator (API) score (75 marks) based on Performance based appraisal system (PBAS) as prescribed by the University and recommended by the selection committee.

**Explanation**

Assistant Professor or equivalent having completed 03 years of service in PB-3 (Rs. 15600-39,100+AGP or Rs. 8000/-) on or after 31-12-2008 as detailed above will be placed in the scale of PB-4 of Rs. 37400-67000+AGP of Rs. 9000/- through a process of screening and selection. He or she will be eligible for promotion to Associate Professor or equivalent in 12 years, if possessing Ph.D. degree; in 13 years, if not possessing Ph.D. degree; and in 14 years, if not possessing M. Phil or Ph.D.

*Recommendation of the selection committee would be sent to be Board of Management for approval and orders be issued after approval of the BOM.*

*All those Associate professors/Senior scientist and equivalent who were holding the prevised scale of Rs. 12000-18300 and had completed three years of service as on 01.01.2006 and who had completed three years before the effective date of the revised CAS i.e*

*01.01.2009 shall be automatically placed in AGP of Rs 9000/- without any formal assessment. This is an in-built recommendation of the ICAR/UGC pay package while revising the scales. However, this time bound dispensation flowing out of the recommendations of the pay commission should not be misconstrued with the CAS made effective from 01.01.2009. Therefore all Associate Professor/Senior Scientist and equivalents appointed on or after 01.01.2009 shall be granted the AGP of Rs. 9000/- after Assessment by due process as per the provisions of the CAS made effective from 01.01.2009.*

4. Associate Professor-cum-Senior Scientist or equivalent will be promoted as University Professor-cum-Chief Scientist or equivalent in the PB-4 of Rs. 37400+AGP of Rs. 10000/- if:
- a) An Associate Professor or equivalent having completed 03 years of service in the AGP of Rs. 9000/- and possessing Ph.D. degree in the relevant discipline shall be eligible to be designated as professor or equivalent, through a process of screening and selection committee, in the scale or Rs. 37400-67000 with AGP of Rs. 10,000/-.
  - b) He/she has earned a minimum Academic Performance Indicator (API) score (75 marks) based on performance based appraisal system (PBAS) as prescribed by the University.

*Recommendation of the selection committee would be sent to be Board of Management for approval and orders be issued after approval of the BOM.*

Order:- The above order be published in Bihar Gazette as per Section 36(3) of the Bihar Agricultural University Act 2010 as allowed by the Hon'ble Chancellor, Bihar vide letter no. BAU-06/2011-3595-GS(1) dated 31.12.2019.

By Order,  
Sd./Illegible,  
Vice-Chancellor.

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**Career Advancement Scheme (CAS) for  
Teachers and equivalent cadres**  
(Effective from January 01, 2009)

**Academic Performance Indicators (API) & Score  
Cards on the Basis of Performance Based Appraisal  
System (PBAS),**



**Bihar Agricultural University, Sabour  
Bhagalpur, Bihar 813 210**

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**Bihar Agricultural University, Sabour Bhagalpur**

**Career Advancement Scheme (CAS) of Teachers and equivalent cadres for placement in the next Academic Grade Pay (AGP)/ Promotion to the next cadre**

Career Advancement Scheme (CAS) for Teachers and equivalent cadres to the next higher Academic Grade Pay (AGP) / Promotion to the next higher cadres has been revised by the University Grant Commission in light of the implementation of 6<sup>th</sup> pay commission. Accordingly, ICAR has also adopted these regulations and the same were endorsed to the State Agricultural Universities for consideration and implementation.

The committee thoroughly discussed the issue after taking into consideration of various rules and regulation in the matter and developed career Advancement scheme's regulations and API score card based on Performance Based Appraisal System (PBAS) as under

**THE PROPOSED CAS FOR TEACHERS AND EQUIVALENT CADRES**

**Regulations of Career Advancement Scheme, 2006**

1. This Career Advancement Scheme is for Teachers, Scientist, , Extension specialists and equivalents, and shall be called CAS of 2006 for Teachers of BAU., Sabour.
2. The new CAS shall come into effect from 01/01/2009 with PBAS based API scoring
3. The scheme shall apply to the teachers/ scientists/ /extension specialists and equivalents working in the jurisdiction of Bihar Agricultural University., Sabour, Bhagalpur, Bihar.
4. The Academic performance Indicator (API) cut off score points required for placements in next AGP shall be 75 marks out of 100 marks at each stage of evaluation .
5. The promotion under CAS shall be made once in a year preferably in December. The process of screening and selection shall be completed by the university within six months from the last date of the application.

**Procedure for implementation of CAS of 2006**

1. The university shall invite the application from the teacher / Scientist who wishes to be considered for placement under CAS and teacher shall have to submit the application in prescribed proforma on or before the last date duly forwarded by the concerned controlling officer only after fulfilling the all qualifications and requirements under CAS and submits to the University, the PBAS based work done report, duly supported by all credentials. The university shall immediately initiate the process of screening/ selection, and shall complete the process within six months from the date of application. Further, the candidate who fulfils all other criteria mentioned in these Regulations as on the date of notification of these Regulations shall be considered for placement from the date, on or after that, on which they fulfil these eligibility conditions as mentioned above and financial benefit will be given from the date of eligibility.
2. A teacher shall have earned annual increments regularly fringe the assessment period for CAS placements. These placements being a personal placement to the incumbent teacher, scientist or equivalent holding a substantive sanctioned post, on superannuation of the individual incumbent or

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the incumbent relinquish the post for any other reasons the vacated post shall revert back to its original cadre.

3. The in-charge/ Controlling officer/ HOD will verify the information of the applicant by giving a certificate at the end of the application.
4. If a teacher, scientist or equivalent does not succeed in the first assessment, but succeeds in the eventual assessment, his/her placement shall be deemed to be from the later date he/ she gets eligible for placement in higher grade.
5. The teachers, scientists or equivalent must be on roll and in active service of the university on the date of eligibility for placement and should submit his/her application on or before the last date of eligibility. In case of employees who have completed the eligibility condition before notification of this scheme (but on or after 31-12-2008), shall be entitled for promotion to the next cadre from the due date of eligibility irrespective of their date of application.
6. CAS placements from a lower grade pay to a higher grade pay of Assistant Professor cum Junior Scientist / Junior Scientist cum Assistant Professor / equivalent shall be conducted by a "Screening cum Evaluation Committee" adhering to the PBAS system.
7. The "Screening cum Evaluation Committee" for CAS shall consist of:
  - One of the Deans/Directors of the University as a Chairman to be nominated by the Vice-Chancellor
  - Director/Dean concerned as a member to be nominated by the Vice-Chancellor
  - One of the senior most Professors as a member to be nominated by the Vice-Chancellor
  - The concerned Head of the Division/Unit as a member
  - Assistant Director Administration / Dy. Director Administration as a member secretary

*The quorum for the committee meeting shall be three including Chairman.*

8. The teachers seeking placement from Assistant Professor cum Junior Scientist to Associate Professor cum Senior Scientist and equivalent (AGP Rs. 9000/-) and Associate Professor cum Senior Scientist and equivalent to University Professor cum Chief Scientist and equivalents (AGP Rs. 10,000/-) moving to higher pay band shall be called for interview before the selection committee after it is cleared by the "Screening cum Evaluation Committee".
9. The Selection Committee for promotion under CAS to the post of Associate Professor cum Senior Scientist and University Professor cum Chief Scientist shall be the same as that for direct recruitment. One representative of the State Government will also be included in the Committee as per provision contained in item 2(vii) of the Sankalpa no.2976 dated 5-10-02 issued from the Department of Agriculture, Govt. of Bihar.
10. The teacher or equivalent eligible for promotion/ placement to higher grade and/ or grade pay before 31-12-2008 will be governed by per-revised provisions of Career Advancement Scheme.
11. A deferred placement at each stage of evaluation for those Teachers/Scientists who fall short of the cut-off marks by not more than 2 marks. Such scientist will be required to submit fresh assessments.

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application and will stand promoted to the next grade pay after one year subjected to secure minimum cutoff marks (75 marks).

12. However, those Teachers / scientists whose score falls by more than 2 marks will have to submit their assessment form for evaluation after 2 years from the date of their evaluation.

Promotion procedures for scientists/ teachers and equivalents under Carrier advancement Scheme- CAS of 2006

1) An Assistant Professor or equivalent shall be eligible for placement in the higher Academic Grade Pay (AGP) of Rs. 7000/- in PB-3 RS. 15,600-39,100 if:

(a) i. An Assistant Professor or equivalent has completed 04 years' service and possesses Ph. D degree in the relevant discipline.

(OR)

ii. An Assistant Professor or equivalent possessing M.Phil / M.Tech / M.Sc (Ag) / M.Sc (Hort) / Mv.Sc / M.F.Sc / M.Sc (Sericulture) degree shall be eligible for AGP of Rs. 7000 after completion of five years services.

(OR)

iii. An Assistant professor or equivalent who does not have Ph.D. or M. Phil degree shall be eligible for AGP of Rs. 7000 after completion of six years service

(b) He/she has participated in one training of 21 days duration or 02 orientation / refresher training courses / summer / winter schools or any other teaching / extension / research courses / learning methodology / evaluation technology programme etc, of at least 10 days duration before the date of notification of this guideline for implementing CAS.

(c) He/she has earned a minimum Academic Performance Indicator (API) score (75 point) based on performance Based Appraisal System (PBAS) as prescribed by the University.

Explanation

All Assistant Professors or equivalent who have completed 04 years/05 years/06 years of service in of PB-3 (Rs. 15,600-39,100+AGP Rs. 6000) on or after 31-12-2008 as explained above will be placed in the scale of PB-3 Rs. 15,600-39,100+AGP Rs. 7000/-, through a process of screening and evaluation of applications so received by the office of Director Administration and after verification in his office placed before the Screening Committee to determine eligibility for higher AGP and promotion to next higher rank under CAS scheme.

Recommendation of the committee would be sent to the Vice-Chancellor and order be issued after approval.

2. An Assistant Professor or equivalent shall be eligible for placement in the higher Academic Grade Pay (AGP) of Rs. 8000/- in PB-3 of Rs. 15600-39, 100 if:

a) An Assistant Professor or equivalent has completed 5 years of service in AGP of Rs. 7000/-.

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- (d) He/she has participated in one training of 21 days duration of refresher training courses / summer winter schools or any other teaching / extension / research courses / learning methodology / evaluation technology programme etc. before the date of notification of this guideline for implementing CAS.
- c) He/she has earned a minimum Academic Performance Indicator (API) score (75 marks) based on Performance Based Appraisal System (PBAS) as prescribed by the University.

Explanation

All Assistant Professors or equivalent who have completed 05 years service in PB-3 (Rs. 15600-39,100+AGP Rs. 7000/-) on or after 31-12-2008 as explained above, will be placed in the scale of PB-3 Rs. 15600/- 39,100+AGP Rs. 8000/- through a process of screening and evaluation of applications so received by the office of Director Administration and after verification placed before the screening committee to determine eligibility for higher AGP and promotion to the next higher ranks under CAS scheme.

*Recommendation of the committee would be sent to the Vice-Chancellor and order be issued after approval.*

**3. An Assistant Professor or equivalent will be promoted as Assoc. Professor or equivalent in the PB-4 of Rs. 37400-67000+AGP of Rs. 9000/- and will be designated as Associate Professor or equivalent if:**

- a) An Assistant Professor or equivalent has completed 03 years of service in the AGP of Rs. 8000/- and possessing a Ph.D degree in the relevant discipline shall be eligible to move PB-4 of Rs. 37400-67000+AGP of Rs. 9000/-
- b) A non Ph.D scientists/Teachers on completion of 3 years of service in AGP of Rs. 8000/- shall be eligible to move to the pay band of Rs. 37400-67000+AGP of Rs. 9000/- and shall continue to be designated as Assistant Professor/ Junior Scientists. On acquiring Ph.D degree, the Assistant Professor-cum- Junior Scientist shall be designated as Associate Professor cum Senior Scientist. Placement /Promotion of all directly recruited Associate Professor cum Senior Scientist appointed on or after 01.01.2009 shall be governed by these guidelines.
- c) He or she has earned a minimum Academic Performance Indicator (API) score (75 marks) based on Performance Based Appraisal System (PBAS) as prescribed by the university and recommended by the selection committee. Explanation

Assistant Professor or equivalent having completed 03 years of service in PB-3 (Rs. 15600-39,100+AGP of Rs. 8000/-) on or after 31-12-2008 as detailed above will be placed in the scale of PB-4 of Rs. 37400-67000+AGP of Rs. 9000/- through a process of screening and selection. He or she will be eligible for promotion to Associate Professor or equivalent in 12 years, if possessing Ph.D. degree, in 13 years, if not processing Ph. D. degree, and in 14 years, if not possessing M. Phill or Ph.D.

*Recommendation of the selection committee would be sent to the Board of Management for approval and orders be issued after approval of the BOM.*

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All those Associate professors/Senior scientist and equivalent who were holding the revised scale of Rs. 12000-18300 and had completed three years of service as on 01.01.2006 and who had completed three years before the effective date of the revised CAS i.e 01.01.2009 shall be automatically placed in AGP of Rs 9000/- without any formal assessment. This is an in-built recommendation of the ICAR/UGC pay package while revising the scales. However, this time bound dispensation flowing out of the recommendations of the pay commission should not be misconstrued with the CAS made effective from 01.01.2009. Therefore all Associate Professor/Senior Scientist and equivalents appointed on or after 01.01.2009 shall be granted the AGP of Rs. 9000/- after Assessment by due process as per the provisions of the CAS made effective from 01.01.2009.

4. Associate Professor cum Senior Scientist or equivalent will be promoted as University Professor cum Chief Scientist or equivalent in the PB-4 of Rs. 37400+AGP of Rs. 10000/- if:

- a) An Associate Professor or equivalent having completed 03 years of service in the AGP of Rs. 9000/- and possessing Ph.D. degree in the relevant discipline shall be eligible to be designated as professor or equivalent, through a process of screening and selection committee, in the scale of Rs. 37400-67000 with AGP of Rs. 10000/-.
- b) He/she has earned a minimum Academic Performance Indicator (API) score (75 marks) based on Performance Based Appraisal System (PBAS) as prescribed by the University.

Recommendation of the selection committee would be sent to be Board of Management for approval and orders be issued after approval of the BOM.

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Score card for promotion under career Advancement scheme -2006 in Bihar Agricultural University,  
Sabour w.e.f. 01-01-2009

Proposed score card for assessment of Assistant Professor in the pay band of Rs 15600-39100 to move  
from AGP Rs. 6000 to 7000 and Rs. 7000 to 8000/-

Note: TRE – Teaching as major activity  
RTE – Research as major activity  
RE – Research and extension as major activity (mainly for scientist posted at research station)  
ER – Extension as major activity (mainly for KVK scientists/SMS)

A. Teaching		TRE	RTE	RE	ER
Teaching of UG and PG courses	1.0 marks for each credit hour taught in a semester [A course with credit hour 1+1 taught in a semester will score 2.0 marks (Course 1+1=2 credit × 1.0= 2 marks)] Excluding RAWE/ELP course	25.0	15	10	10
	1 Mark each for development/introduction of new course and its content approved by academic council				
RAWE Courses/ Experiential Learning	2.0 marks for each coordinating RAWE Courses/ Experiential Learning activity of each batch				
Student Guidance/ Advisory	3.0 marks to the Major Advisor for each PhD degree awarded 1.5 marks to the co-advisor/member from Major Subject for each PhD degree awarded 1.0 marks to the co-advisor/member of advisory committee including Nominee Dean, PGS for each PhD degree awarded				
	2.0 marks to the Major Advisor for each Master's degree awarded 1.0 marks to the co-advisor/member from Major Subject for each Master's degree awarded 0.5 marks to the co-advisor/member of advisory committee including Nominee Dean, PGS for each Master's degree awarded				
	0.5 marks for each degree awarded Undergraduate student's Advisor				
Other teaching activity	1.0 marks for each teaching aid developed (Practical manual/ Laboratory manual/ Teaching manual/ RAWE manual software/ Audio-visual aids/ study tour, industrial visit, field visit arranged)				
	2.0 marks each for guidance in Study tours				

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	TRE	RTE	RE	ER
conducted outside state				
0.5 marks each for acting as external examiner for UG/PG/PhD examination (includes Question paper setting / conducting examination/ Thesis evaluation/ conducting Viva Voce etc.)				
2.0 marks associated in coaching, Major Advisor/UG student Advisor for per qualified student with fellowship in JRF/SRF/GATE and selection in ARS.				
1.0 mark to the major advisor for each student getting admission for higher education in universities outside India				
1.0 marks to the major advisor for each student qualifying in NET examination conducted by ICAR /UGC /CSIR or equivalent	15	25	30	5
<b>B. Research</b>				
<b>Projects handled</b>				
<p><b>University Funded/RKVY/AICRP projects:</b> For in-house/AICRP/RKVY funded projects 2 marks for PI and 1 mark for Co-PI for every completed year for each project.</p> <p><b>Externally funded projects (except RKVY/AICRP):</b> For externally funded projects of ICAR/DBT/DST/ICMR/NHM/NHB/DRDO/PFDC/SEBRI/ BARC/State government/CGIAR organization sponsored project, 4 marks for PI and 2.5 mark for Co-PI/ Associated Scientist for every completed year for each project more than 10 lakhs</p> <p>For externally funded projects 3 marks for PI and 1.5 mark for Co-PI/Associated Scientist for every completed year for each project with funding of less than 10 lakh Rupees.</p> <p><b>Consultancy project/ sponsored technology/variety evaluation trial:</b> 2.0 marks for every Consultancy Projects / technology &amp; variety evaluation trials to the university nominated scientists</p>				
<b>Technology development &amp; Product manufacturing</b>				
4 marks for PI, 3 marks for Co-PI and associated scientist for each Innovative technologies developed, participatory technology developed, prototype, genetic stock,				

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	TRE	RTE	RE	ER
<p>variety, product, vaccine, diagnostic kit, process, concept, methodology, software development/Data base management/Expert system developed/Decision support system /models / models developed &amp; any other relevant output.</p> <p>For PI and Co-PI, for each patent granted 5 marks</p> <p>For facilitating each GI granted 03 mark each for associated scientist</p> <p>Member of monitoring team-1.0 marks for each monitoring</p> <p>Compilation /preparation of annual report -1.0 marks for each year</p> <p>1.0 mark each for per year involvement in Seed Production (10 MT), Planting / Propagating Materials (no.10000), Chicks (no.1000), Calves / Lamb / Kids (no.10), Bio agent (no.1000), Bio Pesticide (100 L), Germ Plasm collection (Plant/Animal), Bio Fertilizer (5 MT), Dairy Product (10000 liter milk or 100 kg processed products), Soil Testing (no. 500) Bakery Products (100 Kg.) / Biological Sample Analysis (no.25) / Chemical Sample Analysis (no. 50) / Pesticide / Herbicide Residue analysis (no.25) / Bio Diversity mapping / Post Mortem Examination (no. 10) / Blood - Faecal - Urine - Milk - Feed sample analysis (no. 30) / surgical operations: Large animals (no. 10) / Small animals (no. 20) / plant health clinic management/ fish spawn/fingerling production (50 liters) / mushroom spawn production (100 kg), bee keeping (100 boxes)/ vermicomposting (50 MT) or any other product / item useful for the farming community</p> <p><i>Note: Figures in the parenthesis indicate minimum quantity of production/no. of activities for consideration for assigning marks to the activity.</i></p>				
C. Extension	8.0	8.0	8	25

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	TRE	RTE	RE	ER
1.5 marks for conducting each Front Line Demonstration (FLD) / On Farm Testing (OFT) /technology assessment and refinement /Demonstration/participatory technology development				
0.5 mark for participation in each Front Line Demonstration (FLD) / On Farm Testing (OFT) /technology assessment and refinement /Demonstration/participatory technology development				
2.0 mark each to the associate scientist for mobilization and organization of farmers into Farmers Interest Groups (FIGs)/ Commodity interest Groups (CIGs)/ Farmer producers organization (FPOs) / SHGs Organization of Mango Show/Horticulture show/Vegetable show - 2 marks for organizer or Coordinator and 1.0 marks as member of the various committee.				
2.0 mark each for leading mobilization and organization of farmers into Farmers Interest Groups (FIGs)/ Commodity interest Groups (CIGs)/ Farmer producers organization (FPOs) / SHGs				
1.0 mark each, for organizing Kisan Mela / Farmers' Fair / Exhibitions/ field day/Campaign				
0.5 mark each for participation in Kisan help line/Video conferencing/ Radio talk/ television talk/Kisan Chaupal				
0.5 mark for every Diagnostic/investigative visit to farmers field/ family unit/ disease outbreak/ disaster investigation				
2.0 mark for development and implementation of each innovative and unique extension education and technology transfer models including ICT based innovative approaches (do not include the implementation of models/approaches developed by other universities and scientists)				

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D. Training /Capacity Building		TRE	RTE	RE	ER
02 marks per activity for course director/organizing secretary / convener for organizing seminar /symposia/workshop/conference/ summer/ winter school/ refresher course/ short course/training programme etc.		7	7	7	15
01 marks per activity for for joint organizing secretary/ co-convener/ Co-organizing secretary for organizing seminar /symposia/workshop/conference/ summer/ winter school/ refresher course/ short course/training programme etc.					
1.0 mark to course director/course coordinator/organizing secretary/convener for conducting training of up to one week duration/state level seminar					
0.5 mark to co-coordinator/joint organizing secretary / co-convener for conducting training of up to one week duration/state level seminar					
2.0 mark to course director/course coordinator/organizing secretary/convener for conducting training of more than one week duration/national/international seminar					
1.0 mark to c co-coordinator/joint organizing secretary / co-convener for conducting training of more than one week duration/national/international seminar					
0.5 marks for other HRD programmes organized / coordinated / assisted as per institutional mandate					
1.0 marks for each lecture delivered and published in manual of training programme/ refresher course/ winter/ summer school/ technical workshop / campaign /national or international seminar, symposium or workshop					
0.5 mark for each lecture delivered in training programme/ refresher course/ winter/ summer school/ technical workshop / campaign/national or international seminar, symposium or workshop					

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	TRE	RTE	RE	ER
0.5 mark for each project developed on the basis of feedback provided by the scientists				
0.5 mark for development of each radio /video programmes on agricultural technologies				
0.5 mark for participation in summer/ winter school/ refresher courses/training courses/workshops/conferences/ seminar/ symposia of duration less than 05 days.				
0.75 mark for participation in summer/ winter school/ refresher courses/training courses/workshops/conferences/ seminar/ symposia of duration 5-10 days.				
1.0 mark for participation in summer/ winter school/ refresher courses/training courses/workshops/conferences/ seminar/ symposia of duration more than 10 days.				
<b>E. Monitoring/ Evaluation/ Reporting and Institutional Building</b>	5	5	5	5
1.0 mark for the incharge of institution building activities (Only clearly defined major contributions as a Member Secretary/ in charge /Nodal Officer/member scientist of RAC/ Research council/ QRT /PME Cell / CPC / IPR Cell/ Technical Cell / Academic Cell/ I/c of Central Facilities like ARIS Cell / video conferencing, HRD Cell/ Warden or in-charge of students or farmers hostel/ guest house/ placement cell / NSS /NCC / transportation unit/ security/ campus beautification/ cultural programmes and tours/ sports and games and other units approved by the university) and 0.5 marks for members of the institutional building activity assignment teams				
1.0 mark each for editing of University level Reports prepared on annual basis such as university annual reports, development grant reports, research report, extension report etc.				
0.5 mark for Preparation of Methodology module/unit level reports, zonal report, evaluation reports, impact assessment reports				

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		TRE*	RTI*	RIE*	IER*
	01. mark each for assistance in monitoring of OET, ELD and training activities of KVKs				
	02 marks each for conceptualization, planning, preparation and implementation of schemes/detailed project reports (DPRs) for establishing Colleges/Farms/ dairy/ sheep/ goat/poultry/pig/fish unit etc.				
	1.0 mark for member secretary/Nominated member of the university statutory meetings and the Chairman/co-chairman or convener/co-convener or in-charge/ co-in-charge/ member of various national and state level committees. 0.5 marks per year for university level committee (excluding programme organization committees) 0.25 for the members of the programme organization committees				
	0.5 mark for performance of other National/State/ University level duties				
<b>E. Publication</b>					
Research publications (five best papers)	4.0 marks to the first and correspondence author; 2.0 marks to rest of the authors for publication of full length research/review paper / Short note in NAAS rated journal (NAAS $\geq$ 6.00)  2.0 marks to the first and correspondence author; 1.0 marks to rest of the authors for publication of full length research/review paper/ Short note in NAAS rated journal (NAAS $\leq$ 6.00)	15	15	10	10
Books, compendium, other publications	1.0 marks for each editor and co-editors of the proceedings/abstract book of the seminar/conference  1.0 marks to the author/ editor of the Edited/authored Monographs/ Technology inventory/ Compendiums /Souvenirs /books with ISBN/ISSN numbers  1.0 mark to first and correspondence author and 0.5 mark to the rest of the authors of the paper published in Research paper/lead paper in Conference/seminar Proceedings/ Non NAAS	05	05	10	10

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	TRE	RTE	RE	ER
rated journal				
0.5 mark for author and co-authors of the book chapter in books with ISBN/ISSN numbers				
2 marks to authors and coauthors of the Text/reference books published by Publishers with ISBN/ISSN numbers				
0.5 marks to the authors and coauthors for each Book Chapter/extension leaflet/ folder/ Technical bulletin/ Newsletter/ Extension bulletin/Training manual/ Technical/popular article/ Articles/ abstracts in Compendiums/Souvenirs/Newspapers/ e-publication & concept series published				
<b>F. Peer recognition</b>				
4.0 marks for each International and National Awards/ National Academy Fellow	4.0	4.0	4.0	4.0
1.0 mark each for Post-doctoral fellowship/ teaching assignment abroad				
2 marks for each best teacher/ researcher/ extension worker award by the Bihar Agricultural University				
1.0 mark for each Institutional or recognized national professional society awards or fellowships				
1.0 mark for each Chief Editor/ Assoc. Chief Editor/ Editor/ Associate Editor of NAAS rated journal				
0.5 mark each for Referee/ reviewer of NAAS recognized journal				
0.5 mark for the each award of best oral/poster presentation				
0.5 mark for each presentation in conferences/ seminar/ symposia/workshop				
1.0 mark for performing special assignments (international organization/ overseas/ national assignment/ consultancies not covered anywhere else in the application)				
0.5 mark for best teacher/ researcher/ extension worker award by the other organization / registered society				
1.0 mark each for Best thesis award to the student by SAUs and ICAR				
1.0 mark per session to chairman /co-chairman				

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	TRE	RTE	RE	ER
0.5 marks per session to Reporteur of the of technical session in seminar /symposia/workshop/ conference or equivalent programme				
1.0 mark each for the Members of executive bodies/Committees of Centre/ State/ other Educational Institutes/ Special International/ Central/ State Assignments not covered anywhere.				
<b>G. Annual Assessment Reports</b>				
4.0 marks for very good/outstanding, 3.0 marks for Good, 2.0 marks for Average and 1.0 mark for Below Average	16.0	16.0	16.0	16.0
<b>H. Qualifying marks</b>				
	75	75	75	75

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Score card for assessment of Assistant Professor in the pay band of Rs 15600-39100 + AGP 8000 to Associate Professor cum Senior Scientist with pay band of Rs 37400-67000+AGP of Rs. 9000/- and from Associate Professor cum Senior Scientist with pay band of Rs 37400-67000+AGP of Rs. 9000/- to University Professor cum Chief Scientist with pay band of Rs. 37400+AGP of Rs. 10000/-

Note: TRE -- Teaching as major activity  
 RTE -- Research as major activity  
 RE -- Research and extension as major activity (mainly for scientist posted at research station)  
 ER -- Extension as major activity (mainly for KVK scientists/SMS)

Activities	TRE	RTE	RE	ER
	20.0	10	5	5
A. Teaching				
Teaching of UG and PG courses	1.0 marks for each credit hour taught in a semester [A course with credit hour 1+1 taught in a semester will score 2.0 marks (Course 1+1=2 credit × 1.0= 2 marks)] Excluding RAWE/ELP course			
RAWE Courses/ Experiential Learning	1 mark each for development/introduction of new course and its content approved by academic council 2.0 marks for each coordinating RAWE Courses/ Experiential Learning activity of each batch			
Student Guidance/ Advisory	3.0 marks to the Major Advisor for each PhD degree awarded 1.5 marks to the co-advisor/member from Major Subject for each PhD degree awarded 1.0 marks to the co-advisor/member of advisory committee including Nominee Dean, PGS for each PhD degree awarded			
Other teaching activity	2.0 marks to the Major Advisor for each Master's degree awarded 1.0 marks to the co-advisor/member from Major Subject for each Master's degree awarded 0.5 marks to the co-advisor/member of advisory committee including Nominee Dean, PGS for each Master's degree awarded 0.5 marks for each degree awarded Undergraduate student Advisor 1.0 marks for each teaching aid developed (Practical manual/ Laboratory manual/ Teaching manual/ RAWE manual software/ Audio-visual aids/ study tour, industrial visit, field visit arranged) 2.0 marks each for guidance in Study tours			

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	Activities	TRE	RTE	RE	RR
	conducted outside state				
	0.5 marks each for acting as external examiner for UG/PG/PhD examination (includes Question paper setting / conducting examination/ Thesis evaluation/ conducting Viva Voce etc.)				
	2.0 marks for Major Advisor/UG student Advisor for per qualified student with fellowship in JRF/SRF/GATE and selection in ARS 1.0 mark to the major advisor for each student getting admission for higher education in universities outside India				
	0.5 marks to the major advisor for each student qualifying in NET examination conducted by ICAR /UGC /CSIR or equivalent				
<b>B. Research</b>		<b>10</b>	<b>20</b>	<b>20</b>	<b>5</b>
Projects handled	<p><b>University Funded/RKVY/AICRP projects:</b> For in-house/AICRP/RKVY funded projects 2 marks for PI and 1 mark for Co-PI for every completed year for each project (Max 08 mark)</p> <p><b>Externally funded projects (except RKVY/AICRP):</b> For externally funded projects 4 marks for PI and 2.5 mark for Co-PI/ Associated Scientist for every completed year for each project with funding of more than 50 lakh Rupees.</p> <p>For externally funded projects 3 marks for PI and 1.5 mark for Co-PI/Associated Scientist for every completed year for each project with funding of less than 50 lakh Rupees.</p> <p><b>Consultancy project/ sponsored technology/variety evaluation trial:</b> 2.0 marks for every Consultancy Projects / technology &amp; variety evaluation trials to the university nominated scientists</p>				
Technology development & Product manufacturing	4 marks for PI, 3 marks for Co-PI for each Innovative technologies developed, participatory technology developed, prototype, genetic stock, variety, product, vaccine, diagnostic kit, process, concept, methodology, software development/Data base management/Expert system developed/Decision support system /models / models developed &				

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Activities	TRE	RTE	RE	ER
<p>any other relevant output.</p> <p>For PI and Co-PI, for each patent granted 5 marks</p> <p>For facilitating each GI granted 03 mark each for associated scientist</p> <p>1.0 mark each for per year involvement in Seed Production (10 MT), Planting / Propagating Materials (no.10000), Chicks (no.1000), Calves / Lamb / Kids (no.10), Bio agent (no.1000), Bio Pesticide (100 L), Germ Plasm collection (Plant/Animal), Bio Fertilizer (5 MT), Dairy Product (10000 liter milk or 100 kg processed products), Soil Testing (no. 500) Bakery Products (100 Kg.) / Biological Sample Analysis (no.25) / Chemical Sample Analysis (no. 50) / Pesticide / Herbicide Residue analysis (no.25) / Bio Diversity mapping / Post Mortem Examination (no. 10) / Blood - Faecal - Urine - Milk - Feed sample analysis (no. 30) / surgical operations: Large animals (no. 10) / Small animals (no. 20) / plant health clinic management/ fish spawn/fingerling production (50 liters) / mushroom spawn production (100 kg), bee keeping (100 boxes)/ vermicomposting (50 MT) or any other product / item useful for the farming community</p> <p><i>Note: Figures in the parenthesis indicate minimum quantity of production/no. of activities for consideration for assigning marks to the activity.</i></p>				
C. Extension	5	5	10.0	25

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	Activities	TRE	RTE	RE	ER
	1.5 marks for conducting each Front Line Demonstration (FLD) / On Farm Testing (OFT) /technology assessment and refinement /Demonstration/participatory technology development				
	0.5 mark for participation in each Front Line Demonstration (FLD) / On Farm Testing (OFT) /technology assessment and refinement /Demonstration/participatory technology development				
	2.0 mark each to the associate scientist for mobilization and organization of farmers into Farmers Interest Groups (FIGs)/ Commodity interest Groups (CIGs)/ Farmer producers organization (FPOs) / SHGs				
	2.0 mark each for leading mobilization and organization of farmers into Farmers Interest Groups (FIGs)/ Commodity interest Groups (CIGs)/ Farmer producers organization (FPOs) / SHGs				
	1.0 mark each for organizing Kisan Mela / Farmers' Fair / Exhibitions/ field day/Campaign				
	0.5 mark each for participation in Kisan help line/Video conferencing/ Radio talk/ television talk/Kisan Chaupal				
	0.5 mark for every Diagnostic/investigative visit to farmers field/ family unit/ disease outbreak/ disaster investigation				
	2.0 mark for development and implementation of each innovative and unique extension education and technology transfer models including ICT based innovative approaches (do not include the implementation of models/approaches developed by other universities and scientists)				
<b>D. Training /Capacity Building</b>					
	02 marks per activity for course director/organizing secretary / convener for organizing seminar /symposia/workshop/ conference/ summer/ winter school/ refresher course/ short course/training programme etc.	3	3	3	3

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No.

Activities	TRE	RTE	RE	ER
01 marks per activity for for joint organizing secretary/ co-convenor/ Co-organizing secretary for organizing seminar /symposia/workshop/ conference/ summer/ winter school/ refresher course/ short course/training programme etc.				
1.0 mark to course director/course coordinator/organizing secretary/convenor for conducting training of up to one week duration/state level seminar				
0.5 mark to co-coordinator/joint organizing secretary / co-convenor for conducting training of up to one week duration/state level seminar				
2.0 mark to course director/course coordinator/organizing secretary/convenor for conducting training of more than one week duration/national/international seminar				
1.0 mark to co-coordinator/joint organizing secretary / co-convenor for conducting training of more than one week duration/national/international seminar				
0.5 marks for other HRD programmes organized / coordinated / assisted as per institutional mandate				
1.0 marks for each lecture delivered and published in manual of training programme/ refresher course/ winter/ summer school/ technical workshop / campaign /national or international seminar, symposium or workshop				
0.5 mark for each lecture delivered in training programme/ refresher course/ winter/ summer school/ technical workshop / campaign/national or international seminar, symposium or workshop				
0.5 mark for each project developed on the basis of feedback provided by the scientists				
0.5 mark for development of each radio /video programmes on agricultural technologies				
0.5 mark for participation in summer/ winter				

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	Activities	TRE	RTE	RE	ER
	<p>school/ refresher courses/training courses/workshops/conferences/ seminar/ symposia of duration less than 05 days.</p> <p>0.75 mark for participation in summer/ winter school/ refresher courses/training courses/workshops/conferences/ seminar/ symposia of duration 5-10 days.</p> <p>1.0 mark for participation in summer/ winter school/ refresher courses/training courses/workshops/conferences/ seminar/ symposia of duration more than 10 days.</p>				
<b>E. Monitoring/ Building</b>	<b>Evaluation/ Reporting and Institutional</b>	7	7	7	7
	<p>1.0 mark for the incharge of institution building activities (Only clearly defined major contributions as a Member Secretary/ in charge /Nodal Officer/member scientist of RAC/ Research council/ QRT /PME Cell / CPC / IPR Cell/ Technical Cell / Academic Cell/ I/c of Central Facilities like ARIS Cell / video conferencing, HRD Cell/ Warden or in-charge of students or farmers hostel/ guest house/ placement cell / NSS /NCC / transportation unit/ security/ campus beautification/ cultural programmes and tours/ sports and games and other units approved by the university) and 0.5 marks for members of the institutional building activity assignment teams</p>				
	<p>1.0 mark each for editing of University level Reports prepared on annual basis such as university annual reports, development grant reports, research report, extension report etc.</p> <p>0.5 mark for Preparation of Methodology module/unit level reports, zonal report, evaluation reports, impact assessment reports</p> <p>01 mark each for assistance in monitoring of OFT, FLD and training activities of KVKs</p> <p>02 marks each for conceptualization, planning, preparation and implementation of schemes/detailed project reports (DPRs) for</p>				

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	Activities	TRE	RTE	RE	ER
	establishing Colleges/Farms/ dairy/ sheep/ goat/poultry/pig/fish unit etc.				
	1.0 mark for member secretary/Nominated member of the university statutory meetings and the Chairman/co-chairman or convener/co-convener or in-charge/ co-in-charge/ member of various national and state level committees. 0.5 marks per year for university level committee (excluding programme organization committees) 0.25 for the members of the programme organization committees				
	0.5 mark for performance of other National/State/ University level duties				
<b>E. Publication</b>					
Research publications (five best papers)	3.5 marks to the first and correspondence author; 2.0 marks to rest of the authors for publication of full length research/review paper in NAAS rated journal (NAAS $\geq$ 6.00)  2.0 marks to the first and correspondence author; 1.0 marks to rest of the authors for publication of full length research/review paper in NAAS rated journal (NAAS $\leq$ 6.00)	12	12	10	10
Books, compendium, other publications	1.0 marks for each editor and co-editors of the proceedings/abstract book of the seminar/conference  1.0 marks to the author/ editor of the Edited/authored Monographs/ Technology inventory/ Compendiums /Souvenirs /books with ISBN/ISSN numbers  1.0 mark to first and correspondence author and 0.5 mark to the rest of the authors of the paper published in Research paper/lead paper in Conference/seminar Proceedings/ Non NAAS rated journal  0.5 mark for author and co-authors of the book chapter in books with ISBN/ISSN numbers  2 marks to authors and coauthors of the Text/reference books published by Publishers with ISBN/ISSN numbers  0.5 marks to the authors and coauthors for each	3	3	5	5

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	Activities	TRE	RTE	RE	ER
	Book Chapter/extension leaflet/ folder/ Technical bulletin/ Newsletter/ Extension bulletin/ Training manual/ Technical/popular article/ Articles/ abstracts in Compendiums/Souvenirs/Newspapers/ publication & concept series published				
<b>F. Peer recognition</b>					
	4.0 marks for each International and National Awards/ National Academy Fellow	8.0	8.0	8.0	8.0
	1.0 mark each for Post-doctoral fellowship/ teaching assignment abroad				
	2 marks for each best teacher/ researcher/ extension worker award by the Bihar Agricultural University				
	2.0 mark for each Institutional or recognized national professional society awards or fellowships				
	1.0 mark for each Chief Editor/ Assoc. Chief Editor/ Editor/ Associate Editor of NAAS rated journal				
	0.5 mark each for Referee/ reviewer of NAAS recognized journal				
	0.5 mark for the each award of best oral/poster presentation				
	0.5 mark for each presentation in conferences/ seminar/ symposia/workshop				
	1.0 mark for performing special assignments (international organization/ overseas/ national assignment/ consultancies not covered anywhere else in the application)				
	0.5 mark for best teacher/ researcher/ extension worker award by the other organization / registered society				
	1.0 mark each for Best thesis award to the student by SAUs and ICAR				
	1.0 mark per session to chairman /co-chairman 0.5 marks per session to Reporteur of the of technical session in seminar /symposia/workshop/ conference or equivalent programme				
	1.0 mark each for the Members of executive bodies/Committees of Centre/ State/ other Educational Institutes/ Special International/ Central/ State Assignments not covered				

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	Activities	TRE	RTE	RE	ER
	anywhere.				
<b>G. Annual Assessment Reports</b>					
	4.0 marks for very good/outstanding, 3.0 marks for Good, 2.0 marks for Average and 1.0 mark for Below Average	12.0	12.0	12.0	12.0
<b>H. Interview</b>					
		20	20	20	20
<b>I. Qualifying marks</b>					
		75	75	75	75

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Score card for assessment of Teachers/Scientists/Extension specialists or equivalent for promotion to the higher grade pay

	Rs. 15600-39100 + AGP Rs. 6000 to AGP Rs. 7000			Rs. 15600-39100 + AGP Rs. 700 to AGP 8000			Rs. 37400-67000 + AGP Rs. 8000 to AGP 9000			Rs. 37400-67000 + AGP Rs. 8000 to AGP 10000								
	4/5/6 years						5 Years						3 Years					
	TRE	RTE	RE	ER	TRE	RE	TRE	RTE	RE	ER	TRE	RTE	RE	ER	TRE	RTE	RE	ER
Teaching	25	15	10	10	25	15	10	10	10	20	10	5	5	20	10	5	5	
Research	15	25	30	5	15	25	30	5	5	10	20	20	5	10	20	20	5	
Extension	8	8	8	25	8	8	8	8	25	5	5	10	25	5	5	10	25	
Training	7	7	7	15	7	7	7	15	15	3	3	3	3	3	3	3	3	
Institutional building	5	5	5	5	5	5	5	5	5	7	7	7	7	7	7	7	7	
<b>Subtotal (I)</b>	<b>60</b>	<b>60</b>	<b>60</b>	<b>60</b>	<b>60</b>	<b>60</b>	<b>60</b>	<b>60</b>	<b>60</b>	<b>45</b>	<b>45</b>	<b>45</b>	<b>45</b>	<b>45</b>	<b>45</b>	<b>45</b>	<b>45</b>	
Research Publication	15	15	10	10	15	15	10	10	10	12	12	10	10	12	12	10	10	
Other publication	5	5	10	10	5	5	10	10	10	3	3	5	5	3	3	5	5	
<b>Subtotal (II)</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>	
<b>I+II</b>	<b>80</b>	<b>80</b>	<b>80</b>	<b>80</b>	<b>80</b>	<b>80</b>	<b>80</b>	<b>80</b>	<b>80</b>	<b>60</b>	<b>60</b>	<b>60</b>	<b>60</b>	<b>60</b>	<b>60</b>	<b>60</b>	<b>60</b>	
Peer recognition	4	4	4	4	4	4	4	4	4	8	8	8	8	8	8	8	8	
Assessment report	16	16	16	16	16	16	16	16	16	12	12	12	12	12	12	12	12	
Interview	-	-	-	-	-	-	-	-	-	20	20	20	20	20	20	20	20	
<b>Total</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	
<b>Qualifying marks</b>	<b>75</b>	<b>75</b>	<b>75</b>	<b>75</b>	<b>75</b>	<b>75</b>	<b>75</b>	<b>75</b>	<b>75</b>	<b>75</b>	<b>75</b>	<b>75</b>	<b>75</b>	<b>75</b>	<b>75</b>	<b>75</b>	<b>75</b>	

TRE - Teaching as major activity; RTE-Research as major activity; RE-Research as exclusive activity; ER -Extension as major activity  
 Teachers/Scientist (s) or equivalent have never been given opportunity of teaching, the marks of teaching shall be added in the research or extension activities as the case may be.

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**PART - A**

**FORMAT OF APPLICATION FOR CAS IN BAU,  
Sabour**

Academic Performance Indicator (API) based on Performance Based Appraisal System (PBAS) for teacher / scientist / extension specialist / equivalent for placement from AGPRs..... to AGP Rs.....

√ one of the following for assessment of API point / score

TRE	-	Teaching as major activity	
RTE	-	Research as major activity	
RE	-	Research as exclusive activity	
ER	-	Extension as major activity	

**I. Personal Details**

Name:

Designation:

Discipline/Specialization:

Division/Department/Section/Station/Centre/ College:

Date of Birth:

Qualification (Last):

Date of appointment in the University:

Present post held:

Date of joining the present post:

Date of eligibility for placement to next stage:

Present Pay scale:

& Designation:

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Post/ grade for which incumbent is to be assessed:

Assessment period

Date of last promotion: \_\_\_\_\_

Date of appearing before the last selection committee (if appeared) \_\_\_\_\_

Total self API score calculated \_\_\_\_\_

Office: \_\_\_\_\_

College: \_\_\_\_\_

Discipline and Department: \_\_\_\_\_

Centre: \_\_\_\_\_

1.	Name (in BLOCK LETTERS)	:	
2.	Father's Name (in BLOCK LETTERS)	:	
3.	Date of Birth	:	
4.	Address for Correspondence	:	
			e-mail ID: _____
			Contact No. : _____
5.	Academic Qualifications	:	

Sr. No.	Degree / Diploma	University / Board	College /Institute	Month / Year of passing	Class /Grade obtained
1	Ph.D.				
2	M.Phil.				
3	M.Sc. /M.V. Sc. / M.Tech.				
4	B. Sc. (Ag) / B.V. Sc. / B.Tech.				
5	HSC or equivalent				
6	SSC				
7	Date of Ph. D. Degree Notification	Date of Viva Voce : Date of notification :			

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## 6. Employment Record in BAU., Sabour : (Use Separate sheet if required)

Station / Centre (Place of work with full address)	Designation / Post Held	Scale of Pay	Period		Nature of duties
			From	To	

## 7. Employment Record Outside BAU., Sabour : (Use separate sheet if required)

Station / Centre (Place of work with full address)	Designation / Post Held	Scale of Pay	Period		Nature of duties
			From	To	

## 8. Period of deputation if any:

For service in other organizations:

Institution / place of work	Govt. / Quasi Govt.	Post held / designation	Period		Nature of Duties	Remarks & Orders of competent authority
			From	To		

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For higher studies:

Institution / place of work	Deputed by University or self-study	Period		Degree Awarded	Year	Subject and Field of Specialization
		From	To			

9. Whether eligible for relaxation of length of service due to study leave  
Yes / No (Please Tick)

If yes, state period of study leave eligible for counting of service:

Institution / place of work	Degree	Period		Total Period (DD/MM/YYYY)
		From (DD/MM/YYYY)	To (DD/MM/YYYY)	

10. Training Program/Orientation/Refresher Courses attended / Summer School/Workshop: (attach certificates):

Sr. No.	Particulars	Place	Duration	Sponsoring Agency	Remark if any

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Annexure II

**ACADEMIC PERFORMANCE INDICATOR (API) SCORE CARDS ON THE BASIS OF PERFORMANCE BASED APPRAISAL SYSTEM (PBAS)**

**CATEGORY-I: ACHIEVEMENT IN TEACHING ACTIVITIES**

**1. Teaching activities**

**1.1. Detail of teaching during the period of assessment**

Name of course/code	Credit Hr	Session	Semester	Capacity	API score	Attachment Sl. No.

**1.2. RAWE Courses/ Experiential Learning**

Name of Experiential learning/RAWE course	Credit Hr	Session	Semester	Period	Capacity	API score	Attachment Sl. No.

**1.3. Student Guidance/ Advisorship**

Name of Student	Degree	Date of notification	Capacity	API score	Attachment Sl. No.

**1.4. Other teaching activity: Teaching manual/practical manual/ laboratory manual/e-manual/ software development**

Title	Date of publication	Capacity	Publisher /ISBN	API score	Attachment Sl. No.

**1.5. Examination duties performed as invigilator/flying guard**

Nature of duty	Period	Office order	Capacity	API Score	Attachment Sl. No.

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ACADEMIC PERFORMANCE INDICATOR (API) SCORE CARDS ON THE BASIS OF PERFORMANCE  
BASED APPRAISAL SYSTEM (PBAS)

## CATEGORY-I: ACHIEVEMENT IN TEACHING ACTIVITIES

## 1. Teaching activities

## 1.1. Detail of teaching during the period of assessment

Name of course/code	Credit Hr	Session	Semester	Capacity	API score	Attachment Sl. No.

## 1.2. RAWE Courses/ Experiential Learning

Name of Experiential learning/RAWE course	Credit Hr	Session	Semester	Period	Capacity	API score	Attachment Sl. No.

## 1.3. Student Guidance/ Advisorship

Name of Student	Degree	Date of notification	Capacity	API score	Attachment Sl. No.

## 1.4. Other teaching activity: Teaching manual/practical manual/ laboratory manual/e-manual/ software development

Title	Date of publication	Capacity	Publisher /ISBN	API score	Attachment Sl. No.

## 1.5. Examination duties performed as invigilator/flying guard

Nature of duty	Period	Office order	Capacity	API Score	Attachment Sl. No.

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1.12. Qualifying for JRF/SRF/ARS/ Assistant Professor/ SMS or equivalent post (As Major Advisor)

Name of student qualified	JRF/SRF/Asstt. Prof./SMS or equivalent	Qualified with fellowship/without fellowship	Year of examination	Capacity	API score	Attachment Sl. No.

1.13. Qualifying NET- ICAR/UGC/CSIR or equivalent (As Major Advisor)

Name of student qualified	Organization	Qualifying year	Capacity	API score	Attachment Sl. No.

2. Research/Teaching/Extension projects.

2.1. State plan/non plan/ /Institutional/inter-institutional /Divisional/Research station project

Name of the project	Nature of project	Period of the project	PI/Co-PI	Allocation of funds	Office order	API Score	Attachment Sl. No.

2.2. External funded project/AICRP project or any other project

Name of the project	Sponsored agency	National/ International	Period of the project	PI/Co-PI/Associated Scientist	Allocation of funds	Office order	API Score	Attachment Sl. No.

2.3. Participatory Research Projects- Participatory research / extension project / activities, coordinated / station research activities, coordinated / assisted as per Institutional mandate under centrally sponsored schemes.

Name of the project	Sponsored agency	Nature of project	Period of the project	PI/Co-PI	Allocation of funds	Office order	API Score	Attachment Sl. No.

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2.4. Consultancy Projects / Services- (Consultancy given to subject related Projects Executed by Central / State Govt. NGO's etc or other registered bodies).

Name of the project	Sponsored agency	Period of the project	PI/Co-PI	Office order	API Score	Attachment Sl. No.

2.5. Service providing/ projects- Production of quality seed / planting material/ pesticides /biofertilizer, soil testing/ feed and fodder testing/ production of animal/ poultry / fish/ goat / sheep stock/ processed products etc. Spawn, bee keeping etc, or any other product / item useful for the farming community

Name of the service	Period of the project	PI/Co-PI	Quantity of production per year	Office order	API Score	Attachment Sl. No.

2.6. Development/ Generation/Transfer/Adoption of commercial Technology - Innovative technologies/ participatory technologies, protocol, genetic stock, vaccine, diagnostic kit, tools, machinery, process, concept, methodology, software models, standards, adopted research recommendations in Package of Practices or any other relevant and useful technology etc.

Name of the activity	Title of the technology/ relevant activity	Date of notification	PI/Co-PI	Office order	API Score	Attachment Sl. No.

2.7. Variety / breed/technology released

Name of the variety	Name of the crop/animal	Date of notification	PI/Co-PI	Office order	API Score	Attachment Sl. No.

2.8. Research outcome/output-Intellectual property rights (IPR'S) granted (Patent, copyrights/ geographical indications, designed/registered

Name of the IPR/GI/Design etc	Name of the crop/animal	Date of notification	API Score	Attachment Sl. No.

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Software development  
standards developed

Name of the activity  
Date of

2.10. Overall report

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2.9. Software development/Data base management/Extension system /Decision support system /models /standards developed

Name of the activity	Date of notification	Capacity	API Score	Attachment Sl. No.

2.10. Other Research Activities - Members of monitoring team/ Compilation or preparation of annual report

Title	Date of publication	Capacity	Publisher /ISBN	API score	Attachment's Sl. No.

3. Extension and training activity

3.1. Field resource Survey /Impact assessment/ Documentation of success stories

Nature of work	Period	Capacity	API score	Attachment's Sl. No.

3.2. Planning, Preparation, Implementation of Extension Programmes (Action Plans) Preparation and implementation of schemes for establishing Agril. Farm/ dairy/ sheep/ goat/poultry/pig/fish unit

Nature of work	Period	Capacity	API score	Attachment's Sl. No.

3.3. Organizing Field demonstrations /implementation on farm or field among farmers/farmers interest group

Nature of work	Period	Capacity	API score	Attachment's Sl. No.

3.4. Technology assessment and refinement of OFT's, Standardization and adoption of such new technology

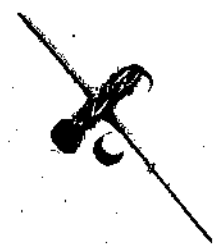
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Nature of work	Period	Capacity	API score	Attachment's Sl. No.

3.5. Participation in techno-commercial management of Farm / demonstration units/ Model village adopted/agro-enterprises

Nature of work	Period	Capacity	Office order	API score	Attachment's Sl. No.

3.6. Organization of Kissan Mela, Farmers' Fair/ Exhibitions/ field day

Nature of work	Period	Capacity	Office order	API score	Attachment's Sl. No.

3.7. Duty assigned in Kissan Mela, Farmers' Fair/ Exhibitions/ field day

Nature of work	Date	Capacity	Office order	API score	Attachment's Sl. No.

3.8. Resource person for different extension activity/participation in Farmer Scientist interaction /Scientists accompanying farmers within or outside state on exposure visit/ invited lectures delivered/ e-extension service/ Expert services to outside organizations

Nature of work	Date	Capacity	Office order	API score	Attachment's Sl. No.

3.9. Consultancy service/ duty in kissan help line/Vedio conferencing/ Radio talk/ television talk

Nature of work	Date	Capacity	Office order	API score	Attachment's Sl. No.

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3.10. As resource person in the training programme/ refresher course/ winter/ summer school/ national or international seminar, symposium or workshop

Nature of work	Date	Capacity	Office order	API score	Attachment's Sl. No.

3.11. Participation as resource person in bimonthly technical workshop or campaign

Nature of work	Date	Place	Office order	API score	Attachment's Sl. No.

3.12. Diagnostic/investigative visit to farmers field/ family unit/ disease outbreak/ disaster investigation

Nature of work	Date	Place	Office order	API score	Attachment's Sl. No.

3.13. Participation in kissan chaupal

Nature of work	Date	Place	Office order	API score	Attachment's Sl. No.

3.14. Development of extension aids (Folders, pamphlets, popular articles, brochures, booklets, bulletins, instructional material etc.)

Title	Date of publication	Capacity	Publisher	API score	Attachment's Sl. No.

3.15. Attending farmers fair/ exhibition/ any other extension activity at national/international level as university designated person

Nature of work	Date	Place	Office order	API score	Attachment's Sl. No.

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3.16. Preparation of monthly/quarterly/annual reports/Budget estimates/Monitoring reports/Proceedings of different meetings/ conferences /symposia / workshops/ group meeting

Nature of work	Name of the report	Office order	API score	Attachment's Sl. No.

3.17. Training programme/workshop organized

Title of the programme	Period	Place	Capacity	Nature of responsibility	Office order (if any)	API score	Attachment's Sl. No.

3.18. Development of SHG, creating success stories

Title of the programme	Period	Place	Capacity	Nature of responsibility	Office order (if any)	API score	Attachment's Sl. No.

4. Capacity Building/ Monitoring/ Evaluation/ Reporting and Institutional Building

4.1. Programme Coordinator or Head/Chairman of KVK/Research Station/ Division/ Unit/ WMRC/ any other State/ Centrally sponsored scheme/ Faculty In-charge academics/Deans/Assoc. Dean/ Scientists posted in Registry and Directorates

Designation	Period	Place of posting	Capacity	Office order	API score	Attachment's Sl. No.

4.2. Course Director/co-course Director/ course co-coordinator/ co-coordinator or Convener /co-convener / organizing secretary/Co-organizing secretary/ In-charge of seminar /symposia/workshop/ conference/ summer/ winter school/ refresher course/ short course/training programme etc.

Nature of the programme	Title of programme	Period	Capacity	Type of responsibility	Office order (if any)	API score	Attachment's Sl. No.

4.3. Member secretary/ Nominated member of the university statutory meetings.

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Nature of duty	Period	Capacity	Office order	API score	Attachment's Sl. No.

4.4. Chairman/co-chairman or convener/co-convener or in-charge/ co-in-charge/ member of various committees

Nature of duty	Period	Capacity	Office order	API score	Attachment's Sl. No.

4.5. Chairman/ member of committee for Institutional building, modernization/ up gradation of class room/ laboratory or screening / selection committees

Nature of duty	Period	Capacity	Office order	API score	Attachment's Sl. No.

4.6. In-charge of seed /research farm/ nursery/cattle yard/ hatchery/ fish/ seed farm/sheep units/processing unit/mushroom & spawn production unit/be-keeping unit/ vermi-compost unit/ Divisional store/ Research lab./ Divisional academic incharge/ Sports event/ any other similar activity

Nature of duty	Period	Office order	API score	Attachment's Sl. No.

4.7. Warden of hostel / in-charge placement cell / NSS /NCC/ARIS cell/IPR cell/HRD cell etc. / member in such activities

Nature of duty	Period	Capacity	Office order	API score	Attachment Sl. No.

4.8. In-charge guest house/ cafeteria/ farmer's hostel/ transport/ security/ campus beautification member in such activities

Nature of duty	Period	Office order	Attachment's Sl. No.	API score	Attachment No.

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4.9. In charge ICDs/ In-charge cultural programmes and tours/ sports and games/ other co-curricular activities/. In-charge entrepreneurship, tracking programme, study circles etc. / member in such activities

Nature of duty	Period	Capacity	Office order	API score	Attachment's Sl. No.

4.10. Other National/State/ University level duties performed

Nature of duty	Period	Capacity	Office order	API score	Attachment's Sl. No.

4.11. In-charge of works related to collection, conservation & documentation of plant /animal genetic resources/other bio-logical natural resources

Nature of duty	Period	Capacity	Office order	API score	Attachment's Sl. No.

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5. Publication

5.1. Full length research/review paper in NAAS rated journal (Latest NAAS Rated Journal)

Title of the paper	First author/ correspondence author/ co- author	Name of the journal	NAAS rating	Year of publication	API score	Attachment's Sl. No.

5.2. Conference Proceedings edited

Title of the Proceedings	Name of the Publisher	First author/ correspondence author/ co- author	Year of publication	API score	Attachment's Sl. No.

5.3. Full Research Paper/Theme paper in Conference Proceedings

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Title of the paper	First author/ correspondence author/ co-author	Title of the Proceedings	Name of the Publisher	Year of publication	API score	Attachment's Sl. No.

5.4. Text/ reference books published by Publishers with ISBN/ISSN numbers

Title of the book	Name of the Publisher	First author/ correspondence author/ co-author	Year of publication	ISBN/ISSN numbers	API score	Attachment's Sl. No.

5.5. Books Edited with ISBN/ISSN numbers/ Monographs/ Compendiums /Souvenirs edited

Title of the book/ Monographs/ Compendiums /Souvenirs	Name of the Publisher	First author/ correspondence author/ co-author	Year of publication	ISBN/ISSN numbers (if any)	API score	Attachment's Sl. No.

5.6. Books Chapters/extension leaflets/ folder/ Technical bulletins/ Newsletter/ Extension bulletin/Training manual

Type of publication	Title of publication	First author/ correspondence author/ co-author	Name of the Publisher	Year of publication	API score	Attachment's Sl. No.

5.7. Technical/popular article

Title of the article	Name of the Publisher	First author/ correspondence author/ co-author	Year of publication	API score	Attachment's Sl. No.

5.8. Articles/ abstracts in Compendiums/Souvenirs/Newspapers

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Title of the article/abstract	Name of the Compendiums/Souvenirs/ Newspapers	First author/ correspondence author/ co- author	Year of publication	API score	Attachment's Sl. No.

5.9. e-publication, Technology inventory & concept series published

Title of the publication	Name of the web site	First author/ correspondence author/ co- author	Year of publication	API score	Attachment's Sl. No.

6. Peer recognition

6.1. International and national award/ National academy fellow

Name of the award/ Fellow	Organization	Year	API score	Attachment's Sl. No.

6.2. Post doctoral fellowship/ teaching assignment abroad

Name of the programme	Organization	Period	API score	Attachment's Sl. No.

6.3. Institutional or recognized professional society award or fellowship

Name of the award/fellowship	Organization/Society	Date	API score	Attachment's Sl. No.

6.4. Editor/ member of editorial board of reputed journal/ newsletter

Name of the journal/newsletter	Period	Capacity	API score	Attachment's Sl. No.

6.5. Member of professional societies

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Name of the society	Capacity	Date of membership	Period of membership	API score	Attachment's Sl. No.

6.6. Referee/ reviewer of NAAS recognized journal

Name of the journal	Capacity	NAAS rating of the journal	API score	Attachment's Sl. No.

6.7. Oral presentation in conferences/ seminar/ symposia/workshop

Title of the conferences/ seminar/ symposia/workshop	Organizer	Capacity	Date	API score	Attachment's Sl. No.

6.8. Special assignments (international organization/ overseas/ national assignment/ consultancies not covered anywhere else in the application)

Nature of work	Organizer	Capacity	Period/ Date	Office order (if any)	API score	Attachment's Sl. No.

6.9. Best teacher/ researcher/ extension worker award by the University

Nature of award	Organization	Period/ Date	API score	Attachment's Sl. No.

6.10. Best teacher/ researcher/ extension worker award by the organization / registered society

Nature of award	Organization	Period/ Date	API score	Attachment's Sl. No.

6.11. Best paper/ best poster/best oral presentation award/ conference prize/medals

Nature of award	Title of the	Title of the	Organisation	API score	Attachment's

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	paper presented	event			Sl. No.

6.12. Best student award/ best thesis award/ best oral or poster presentation award from thesis work

Nature of the student	Title of the research work/paper	Title of the event	Organization	API score	Attachment's Sl. No.

6.13. Participation in summer/ winter school/ refresher courses/training courses/ workshops/conferences/ seminar/ symposia

Title of the event	Organization	Date	Period	API score	Attachment's Sl. No.

6.14. Chairman/ Co-chairman/Reporteur of technical session in seminar /symposia/workshop/ conference or equivalent programme

Nature of duty	Title of the event	Capacity	Organisation	Date	API score	Attachment's Sl. No.

6.15. Members of executive bodies/Committees of Centre/ State/ other Educational Institutes/ Special International/ Central/ State Assignments not covered anywhere

Name of the committee	Organization	Period	Capacity	Office order	API score	Attachment's Sl. No.

7. ANNUAL EVALUATION REPORTS (DURING THE ASSESSMENT PERIOD)

(to be filled by the office of controlling authority)

S N	Grade	Assessment year						Score obtained
		I	II	III	IV	V	VI	
1	Very Good (A)							
2	Good (B)							
3	Average (C)							
4	Below Average (D)							

Cumulative API Score (Marks) card-based on PBAS

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Assessment Period	Score obtained
Category of Assessment	
1. Teaching activities	
2. Research activities	
3. Extension and training activities	
4. Capacity Building/Institutional Building	
5. Publication	
6. Peer Recognition	
7. Annual Evaluation Reports (During The Assessment Period) (to be filled by the authority)	
8. Interview(to be filled by the authority)	
9. Total (to be filled by the authority)	

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List of enclosures (Please attach self attested copies of certificates, sanction orders/ office order, papers etc. Wherever necessary). Pl attach document in systematic manner.

I..... certify that the information provided is correct as per the records and documents enclosed with the duly filled PBAS proforma.

Place ..... Signature of the applicant  
 Date ..... Designation,

Annexure III

**Certificate**

(To be filled in by the In-charge/Controlling Officer/Head of the Division)

It is verified that the information furnished by Dr. /Mr. /Ms. ....  
 S/o/ D/o/W/o Sh. .... in this application  
 is correct and his/her work and conduct for the said assessment period has been found to be  
 satisfactory.

In-charge/Controlling officer

राज्यपाल सचिवालय  
 बिहार, पटना-800022

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