



GOVT. NIRBHAY SINGH PATEL SCIENCE COLLEGE INDORE

Bhanwar Kuan, A.B. Road, Indore

Email : gnspsc@gmail.com Telephone No. 0731-2970017

6.3.5



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Performance appraisal system is prescribed by M.P. Higher Education as per the norms and format designed by U.G.C. API forms are given to the teaching staff so that they can indicate the academic and other activities in the appraisal form. Performance appraisal process carries on in the end of every financial year. Teaching staff submit their API forms to the IQAC committee, where in they are thoroughly analysed and then placed for the Principal's opinion. The principal checks and writes suitable note on the form and forwards it to the higher authority, the office of the additional director Higher Education division Indore. Additional director checks and forwards it to the office of the commissioner Higher Education Bhopal.

Non-teaching staff also submit their annual confidential report to the principal. Lab technicians and lab assistants fill their CR form, HODs of the concerning departments check and write appropriate remark and forward it to the principal. The principal after analysing the form forwards it to the office of the additional director Higher Education. This process carries on in the end of every financial year.

प्राचार्य
वासुकीय नरसिंह सिंह पटेल विज्ञान
सहायिकालय, इन्दौर (म.प्र.)