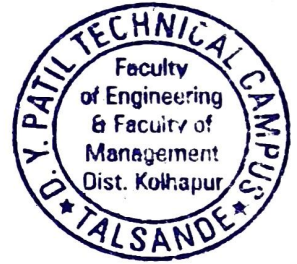


6.3.1 The institution has effective welfare measures and performance Appraisal System for teaching and non-teaching staff.

INDEX

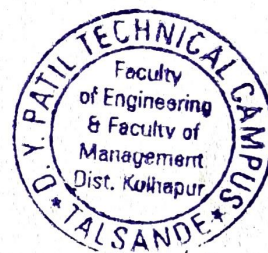
Sr.No.	Performance Appraisal for the Academic Year
01	2018-19
02	2022-23



6.3.3 Percentage of teaching and non-teaching staff participating in Faculty development Prorammes (FDP), Professional development /administrative programs during the last five years.

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Sr.No.	Year
01	2018-19
02	2019-20
03	2020-21
04	2021-22
05	2022-23





D Y Patil Technical Campus

Faculty of Engineering, Faculty of Management

Talasande, Tal. Hatkangale Dist- Kolhapur Maharashtra State Pin- 416 112

Cell No: 9860618828

HR Manual





General Information

1.1 Institute at glance

About Trust:

a) Name of the Trust:

D Y Patil Education Society, Kolhapur

b) Registered address of the Trust:

Tarabai Park Kolhapur

c) Details of Registration:

Registered under society Registered Act 1860 F-4145 Pune dated 13.03.1987

Registered under Bombay Public Trust Act 1950 F-dated 13.03.1987 Pune

d) Board of Trustee:

D Y Patil Technical Campus Faculty of Engineering and Faculty of Management, Talsande is running under the umbrella of D Y Patil Education society Kolhapur. Rules and regulations for governance are framed by the governing body and the Board of Trustees is the apex governing body.

Appendix I- Board of Trustees

e) Educational Institutes:

Currently the trust has following Institutions / units under its roof.

- D Y Patil Deemed to be University, Medical College Kolhapur
- D Y Patil Agriculture and Technical University Talsande Kolhapur
- D Y Patil College of Agriculture, Talsande Kolhapur
- D Y Patil College of Agricultural Engineering and Technology, Talsande
- D Y Patil Agricultural Polytechnic Talsande
- D Y Patil College of Architecture, Talsande Kolhapur
- D Y Patil College of Nursing, Kadamwadi Kolhapur
- D Y Patil Deemed to be University Science and Technology Talsande

Institute:

a) Name of the Institute:

D Y Patil Technical Campus Faculty of Engineering and Faculty of Management, Talsande

b) Address of the Institute:

Gat No 85 Talsande Tal- Hatkangale Dist Kolhapur Pin 416112



c) Contact details:

Phone No. with STD Code : 7666546366
E-mail : engg.dyptc@gmail.com
Website : foet.dypgroup.edu.in

d) AICTE Approval No & Permanent ID:

AICTE First Approval No: F.NO.WESTERN/2011/1-456228303 dated 03/08/2011
AICTE Permanent ID: 1-456228303

e) DTE Institute Code:

DTE Institute Code: EN6780

f) Affiliating University:

Shivaji University,
Vidyanagar, Kolhapur

Intake Capacity

The institute is approved by AICTE, New Delhi, Recognized by Government of Maharashtra and is affiliated to Shivaji University. Currently there are five undergraduate courses run by the institute. The student Intake capacity is as follows:

Sr No	Programme	Year of Starting	Duration	Intake
01	Civil Engineering	2011	04 Years	30
02	Computer Science & Engineering	2011	04 Years	180
03	Computer Science & Engineering (Data Science)	2023	04 Years	60
04	Electrical Engineering	2011	04 Years	60
05	Electronics & Tele-Comm. Engg	2011	04 Years	0
06	Mechanical Engineering	2011	04 Years	30
07	MBA	2011	04 Years	120
Grand Total				480

1.2 Vision, Mission and Quality Policies

Vision

To become world class Technical Campus with intellectual excellence in Technical and Management studies, in producing valuable resource with high social competence for nation building.

Mission

To provide quality education and training experience through integrated planning, motivating high impact research and to create skilled technical and managerial work force for lucrative career through exposure to industry.



1.3 Organizational Chart /Hierarchy

Organizational Chart /Hierarchy

Enclosed In Appendix II- Organizational Structure

Hierarchy of Reporting

Reporting by different staff members to higher authorities shall be according to the table below: In absence of reporting authority as defined above, the staff members shall report to next nominated person in charge.

Staff	Reporting Authority
Director / Principal	Exe-Director
Dean	Director
Head of the Department	Director
Registrar	Director
Training & Placement Officer	Director
Librarian	Director
Teaching Staff	Head of the Department
Laboratory Staff	Head of the Department
Administrative Office Staff	Registrar
Accountant	Registrar
Library Staff	Librarian
Store Staff	Registrar
Peons / Non-teaching Staff	Registrar



Good governance of the technical institution plays an important role in the growth and development of the Institution. Governing body acts professionally and approves the ultimate goal of the Institution. The governing body is unambiguously and collectively responsible for overseeing the institution's activities, determining its future direction and fostering an environment in which the institutional mission is achieved. The body meets twice a year and proceedings of the meetings should be maintained properly. The college is governed by the governing body which is constituted as per AICTE and trust norms. Governing body should perform all four types of functions, i.e. managerial, administrative, academic and financial. Governing body should perform following functions in each category:

Managerial:

- Provide Vision: Governing body should initiate the process of crafting the vision statement and preparing vision document of the institution.
- Decide the Structure: Governing body decides the structure for approve policies, approve strategic plans.
- Inculcate Values: Governing body encourages the establishment of value system to achieve vision, missions and goals of the Institution.
- Act as a buffer: Governing body serves as bridge and buffer between the institution and stakeholders.
- Support the head of the Institution: Governing body should support the head of the Institution to carry out the business of the Institution. There should be good relationship between the head of the Institution and governing body.
- Oversee the functioning of the Institution: Governing body should monitor and evaluate the performance of the Institution on regular basis against set goals.
- Evaluate the Performance of the Self: Governing body should review the performance of the self every year and find out the ways and means to improve self- performance.

Administrative:

- Delegation: Governing body should delegate administrative, financial and additional powers wherever necessary to the head of the Institution and other functionaries of the institute for smooth functioning. Delegation is required to take quick decision and early action.
- Approval: Governing body should approve annual reports of the Institute.



- Students benefit schemes: Governing body should approve the fees and other charges payable by the students. It should approve the scholarships, fellowships, facilities to needy students and special schemes for the benefit of the students.
- Discipline: Governing body should regulate and enforce discipline among members of the teaching and non teaching staff in accordance with the policies, rules and procedures laid down for the functioning of the Institution.
- Approval of Policies: Governing body should approve recruitment policy. It should approve and review procedures for selection, recruitment and transfer of faculty and staff members. It should approve service conditions, emoluments and travelling allowances for teaching and non-teaching staff of the Institute. It should approve the policy of appointing consultant, visiting faculty, experts and other people based on need.
- Evaluate the performance of head of the institution: Select, support and evaluate the performance of head of the Institution. The governing body manages the institution and its performance through head of the institution. The head of the Institution should possess abilities to manage the institution according to wish of the governing body.

Academic:

- Approval: Governing body should approve new programme of studies leading to diploma, post-diploma, undergraduate, postgraduate and Ph D.
- Academic consultancy: Governing body should approve policy to take academic consultancy projects.
- Utilization of academic resources: Governing body should ensure full use of academic potential of the institution in various academic activities.
- Academic Environment: Governing body should ensure academic environment in the institution.

Financial:

- Approval: Governing body should approve annual budget, expenditure, balance sheet and appropriation and re-appropriation of funds.
- Schemes: Governing body should approve scholarships, fellowships, studentships, cash prizes and certificates.
- Audit: Governing body should appoint qualified auditor every year to conduct the audit. Consider the issues raised by the auditors for improvement in finance utilization.



- Financial health: Governing body should ensure good financial position of the institution through proper planning and utilization of funds.
The head of the institution should ensure the implementation of decisions of governing body.

Appendix III: Board of Governance

1.4 College Development Committee

As per the Maharashtra University Act separate Local Management Committee is constituted for the day to day functioning of the college. This committee should meet three to four times a year and proceedings of the meetings should be maintained properly. Members elected or nominated shall have a term of five years. The committee comprises of the Chairman of the management, Secretary of the management, three local members nominated by the management, three teachers elected by the institution,

one non-teaching employee and Principal- Member Secretary.

The duties of the local managing committee are:

- Prepare the budget and forward it to the governing body.
- Recommend to the governing body for creation of the new teaching and non-teaching posts.
- Determine the program of instruction and internal evaluation and to discuss the progress of studies in the college
- Monitor academic function of the college and extracurricular and co-curricular activities.
- Make recommendations to the management for the improvement of the standard of teaching in the college.
- Formulate proposals of new expenditure not provided for in the college budget if any.

Appendix IV- List of College Development Committee

1.5 Right To Information Committee

In terms of Right to Information Act, 2005 sub-section (1) of Section 6, a person, who desires to obtain information admissible under the Act, should make a written request to the Public Information Officer, DYPTC, Talsande specifying the particulars of the information sought by him or her.

Appendix V- Right To Information Committee



1.6 Working Hours of the Institute

The working hours for Institute are as follows:

All Working Days i.e. Monday to Saturday (Excluding any Public holiday)	
College Working Hours	09:00 am to 04:00 pm
Lunch Break	01:10 pm to 01:40 pm
Office Working Hours	09:00 am to 04:00 pm
Office Lunch Break	12:30 pm to 01:00 pm

Reporting Timings			
Staff	Morning	Evening (only thumb)	Late mark after
Teaching Staff	09:00 am	04:00 pm	09:10 am
Technical Supporting Staff	09:00 am	04:00 pm	09:10 am
Administrative Office Staff	09:00 am	04:00 pm	09:10 am
All Peons	09:00 am	04:00 pm	09:10 am

1.7 Discipline

- 1. Uniform and I-card:** The staff should wear uniform on Monday and Friday. If any particular staff member is found not wearing uniform, disciplinary action is taken against him / her. Initially verbal warning is given to the staff member. If repeated incidences occur written letter is issued to him/her.
- 2. Reporting on duty upon arrival:** Every day staff members are required to register their attendance in the Attendance Muster as well as Biometric system.
- 3. Late arrival:** Staff members are expected to report on duty 05 Minutes prior to reporting time on all working days. For 03 late arrivals in a month one day leave is considered. Repeated incidences of late arrival is recorded in personal file and attracts negative points in performance evaluation.
- 4. Leaving the campus before time:** In general, staff members are not allowed to leave the campus before the official working hours. The only exception to this rule is Special concession or On-duty leave. Authorized persons perform a random check and the irregularities are reported to the disciplinary committee for further necessary action.
- 5. On Duty leave:** All staff members should fill up the ON DUTY leave form and take Head of the Department / appropriate authority's authentication and submit the



same to Director for approval. The form, duly approved and signed by Director should be submitted in college office for records. In case of Head of the Department, the On Duty form should be submitted directly to Director for approval. The On Duty form must be accompanied by suitable proof. Such proof must be submitted to college office within two working days. The late submission of proof is treated as leave for applicable period. In case where proof is not available, it is the responsibility of the sanctioning authority to judge the genuineness of the case.

6. Movement: all staff members will permit for avail benefit of 02 hours for movement in month with prior permission of the Head of the Department / appropriate authority.

1.9 Duties & responsibilities

Each and every employee in the institute has some responsibilities and the employee should carry all the tasks assigned to him / her with the full of his ability.

1) Director / Principal:

As the head of the institute, -Principal should have the vision and leadership ability to keep a college developing.

Academic:

- To monitor and conduct academic activities of the institute under the guidance of the management and assistance of the Deans and Head of Departments.
- To take institute and faculty feedback and accordingly take the remedial actions.
- To plan and take the necessary actions for improvement of college results and academics
- To promote industry institution interaction and research & development activity.

Administration

- To conduct the periodical meetings of the faculties for effective administration of the college.
- To make the employee and students aware of the rules, policies and procedures laid down by the college and see to it that they are enforced.
- To initiate recruitment of non- teaching staff & teaching staff as per rules laid down by Shivaji University, Kolhapur.
- To approve vendors for resources as required in the institute.
- To sanction the leave of the staff as per the norms.
- To monitor and update the institute website with complete information about the institute.



- To communicate with University, Directorate of Technical Education, All India Council for Technical Education and University Grants Commission for compliance.
- To monitor, manage and evaluate administration of the institution, organize meetings of Governing Body and Local Managing Committees and maintain minutes of the meeting.
- To execute any other work assigned by the management.

Finance

- To recommend allocation of budget for the departments as requested by the Head of Departments to Governing body.
- To authorize for cash advances for urgent purchases required in the institute.
- To ensure that all financial transactions are conducted as per the norms.
- Promotion of co-curricular and extracurricular activities
- To monitor and promote technical and non-technical, co-curricular and extracurricular activities like seminars, workshops, cultural and sports events with assistance of Dean Students affairs.

2) Vice-Principal:

- Vice -Principal should ensure that authority delegated to him/her be effectively exercised.
- Vice -Principal should ensure that the role of Principal, defined in this manual, in his/her absence, when charge of Director is handed over; be played effectively.
- Vice -Principal should ensure that working in all departments is going on as per the system manual taking due steps in case of discrepancies.
- Vice Principal should ensure that feed-back process is conducted and handled effectively.
- Vice -Principal should ensure that all functions in the college are organized after his/her due endorsement.
- Vice -Principal should ensure the effective result oriented working of Training and Placement section.

3) Dean - Student Affairs:

- Responsible for maintaining the students discipline within college premises with respect to attendance, college uniform, smoke and alcohol free environment with the help of Head of Departments.
- To assist students for effective organization of extracurricular & co curricular activities in and outside the campus.



- To keep watch on hostel and campus for ragging free environment.
- To counsel students for any issue that may arise.
- To assist the Director in all students related issues.

4) Dean - Academics:

- Responsible for preparing timetable and Smooth execution of it in all departments with the help of Head of the Departments.
- To prepare the institute academic calendar
- To maintain academic records as per the requirement under rules.
- To execute all Internal Examinations and declare their results.
- Communicating with parents and students about their academic progress and problems in consultation with Director & Dean Student Affair.
- To execute any other work assigned by the Director and management.

5) Dean - Research and Development

Responsible for all the matters concerning the specific initiatives of the institute to propagate culture of Research and Development amongst faculty and students of the institute. The responsibilities of Dean - R &D include

- To prepare proposals for various funding agencies like UGC, AICTE, DST etc.
- To monitor ongoing projects in the institute.
- To prepare proposal for new PhD programs.
- Monitoring of existing PhD programs.
- To prepare proposals for STTP, workshops and Pedagogy trainings.
- To provide consultancy services.
- Signing MOU with the industry.

6) Dean - Industry Institute Interaction

- To formulate policy and facilitate the consultancy work in the institution.
- To encourage Industry Institute Linkages, Collaborative Research programs and formation of new incubation centre.
- To monitor Research projects on periodical basis and effective utilization of grants of research projects and timely completion of these projects.
- To apply for intellectual properties generated from research at college and to market these patents in industry.
- To encourage and promote publishing of research work in reputed, high impact



factor research journal / Publications.

- Motivate faculty for exploring new avenues for research work, consultancy and projects.
- To assist faculty for applying to different agencies of Government of India & other agencies like Directorate of Technical Education, All India Council of Technical Education and University etc for research projects.
- To form policies with consultation of the management for sponsoring faculty for attending conferences/seminars/workshops.

7) Head of the Department

Academic:

- To monitor and conduct academic activities of the department under the guidance of the Director.
- To take department and faculty feedback and accordingly take the remedial actions.
- To plan and take the necessary actions for improvement of department results and academic performance.
- To coordinate term work assessment and conduction of practical /oral examinations as laid down by Shivaji University.

Administration:

- To maintain discipline and enforce rules as laid down by the institute, in the department.
- To monitor the day to day activities of the department.
- To plan for the semester and academic year, in terms of activities, guest lectures, workshops etc. for the benefit of the student and faculty.
- To conduct regular meetings with teaching and non-teaching staff as well as the Class Representatives along with Class Teacher to sort out any issue and queries related to academics.
- To initiate recruitment of non-teaching staff & teaching staff as per rules laid down by Shivaji University
- To execute any other work assigned by the Director

Finance

- To prepare the department requirements and budget needed.
- To oversee the purchase and deployment of any resource allotted for the department.

8) Faculty /Teacher



The job responsibility of faculty consists of the following components

- Academic
- Research & Consultancy
- Administration
- Extension Services

Academic

- Class Room Instructions.
- Laboratory Instructions.
- Curriculum planning & Execution.
- Development Learning Resources Material & Laboratory Development.
- Student Assessment & Evaluation including examination work of University.
- Participation in Co-curricular & Extra Curricular Activities.
- Students guidance, Counseling & helping their ethical, moral, and overall character development.
- Keeping Abreast of new knowledge and skills, help generate new knowledge and help dissemination of such knowledge through books publication, seminars, etc.
- Self- development through upgrading qualification, experience and professional activities.
- Research & Consultancy
- Research & Development Activities and Research Guidance. Industry sponsored Projects
- Provide Consultancy and Testing Service Promotion of industry institution interaction and R & D

Administration

- Academic and Administrative management of the Department/Institution.
- Policy planning, monitoring & Evaluation and Promotional activities at Departmental Design and development of new programs.
- Preparing project proposals for funding in areas of R & D work. Laboratory Development, Modernizations, Expansion, etc.
- Monitoring and Evaluation of Academic and research activities.
- Participation in policy planning at the Regional/National level for development of technical education.
- Helping mobilization of resources for the institution.
- Develop, update and maintain MIS.
- Plan and implement Staff Development activities.
- Conduct Self Performance Appraisal.
- Maintain accountability.



Extension Services

- Interaction with Industry and Society
 - Participation in Community Services
 - Providing R&D Support and consultancy services to industry and other Govt. agencies,
 - Providing non formal modes of education for the benefit of the Community
 - Promotion of entrepreneurship and job creation
 - Dissemination of knowledge.
 - Providing technical support in areas of social relevance
- Any other relevant work assigned by the Head of the Institution

9. Registrar

- Liaising with AICTE, DTE and SU
- College roster
- Service Books
- Faculty personal files
- Recruitment process
- Maintain minutes of meeting (all)
- New proposals
- Co - ordinate day to day activities of office
- Purchase process
- AICTE, DTE, SU committee preparation
- Annual College budget
- Shikshan Shulka Samiti requirements
- To maintain general discipline, safety etc.
- To handle the student section, Establishment Section, Scholarship, Stores and Account section, maintenance related activities and Control of Centralized activities of DYPTC.
- To execute the admission process and University Examination process of students
- To handle student grievance and taking remedial actions.
- To execute attendance monitoring, salary payments to faculty & staff
- To handle of customer complaints and ensuring corrective actions.
- To execute any other work given by management.



10. Librarian

- Librarian should ensure that library remains open for allotted hours.
- Librarian should ensure that the board giving up-to-date display of 'Library at a glance' is maintained in the library.
- Librarian should ensure that circulation section (Issue/Receipt) is working from given time.
- Librarian should compile the requirements submitted by the teacher and put before Library Committee meeting to decide about recommendation to higher authority.
- Librarian should put the proposal, to process by Library Committee before Director for further processing.
- Librarian should ensure that books/journals are available at proper places.
- Librarian should ensure that timely subscription is made for renewal of magazines/journals.
- Librarian should ensure that entry registers be maintained in library including reading rooms and more effective use of the same is made by the students and staff.
- Librarian should ensure that display of new arrivals in respect of books and journals at a separate place in the library.
- Librarian should ensure that systems and reprographics facility are in good working condition.
- Librarian should ensure that syllabus and sufficient number of questions papers of earlier university examinations in respect of all the subjects are available in the library in subject-wise files.
- Librarian should ensure that the students with complete uniform & ID Card or with permission from the authority for not being in uniform or those having receipt of the fine paid be only entertained in the library.
- Librarian should ensure proper behavior of the library staff with the students and faculty members.

11. Training & Placement Officer

- Training & Placement Officer should plan and act as a marketing/ representative person of Institute to industries.
- Training & Placement Officer should maintain up-to-date data in respect of academic performance of all the students of our college in format(s) required by the industries.
- Training & Placement Officer should prepare/obtain/create classified list/ database for industries in different areas.
- Training & Placement Officer should ensure that In house training sessions from our faculty be arranged for the students during vacation.



- Training & Placement Officer should ensure that proper coordination is maintained in respect of Training & Placement among all the departments.
- Training & Placement Officer should ensure that students are motivated for training in various industries and record be maintained accordingly.
- Training & Placement Officer should engage at least one lectures for each class of SE and TE students each semester and should introduce the students to current market trend and their expectations from the freshers, and should motivate them for personality development activities. He should maintain the record accordingly.
- Training & Placement Officer should arrange and coordinate the in house training activities for the students as well as staff for the remote and sparse areas of strength, if required, from expert persons in industry/academics.
- Training & Placement Officer should arrange (EDP) Entrepreneur Development Programme, with the help of experts/ Govt. bodies, at least once in a year.
- Training & Placement Officer should ensure that, in addition to placement, students are motivated for other competitive examinations for higher education such as GATE, GRE, TOEFL, GMAT, CAT etc.
- Training & Placement Officer should ensure that ample number of aptitude and technical test papers are made available.
- Training & Placement Officer should ensure that industrial visits are made for promoting Training & Placement activities.
- Training & Placement Officer should ensure that PPT presentation concerning the profile of college be prepared and maintained up-to-date.
- Training & Placement Officer should ensure that hospitality as per the culture and tradition of this Institute is extended to guest coming for session or placement.
- Training & Placement Officer should ensure that feed-back is obtained from the employers about the working of our students and record be maintained accordingly.
- Training & Placement Officer should ensure that students are well prepared from the point of view of Aptitude Tests, Technical Tests, GDs., Personal interviews and presentation etc.
- The Training and Placement officer should ensure that proper notices regarding arrival of company are displayed; students are informed well ahead about the profile of the company visiting and their requirements, if possible.
- Training & Placement Officer should prepare whole list of out-going students every year and keep track of their progressive career. The record should be maintained accordingly.
- Training & Placement Officer should ensure that one get-together of the



- ALUMNI of one batch and one more get-together of ALUMNI of all the passed out batches till date be arranged every year at appropriate location.
- Training & Placement Officer should create and maintain the database of all the passed out students of the Institute till date and form/ enrich the ALUMNI.
- Training & Placement Officer should ensure that the results of placement efforts displayed at proper places of the institute that catch the attention of the visitors.
- Training & Placement Officer should prepare a report indicating number of companies visited the campus, number of students absorbed through campus, number of students absorbed in out of campus, the branch-wise and company-wise number of students placed in every academic year before the start of admission process.
- Training & Placement Officer should ensure that students are motivated for reading English News papers.
- Training & Placement Officer should ensure that students are motivated to speak in English amongst themselves.

12. Laboratory In-charge / Technical Assistant:

- Laboratory in-charge should submit the requirements of the laboratory for preparing the budget to the HOD.
- Laboratory in-charge should prepare and display the chart giving details of equipment along with instrument, on the laboratory notice board.
- Laboratory in-charge should display time table for his/her laboratory.
- Laboratory in-charge should display the list of DOs and DON'Ts at appropriate place(s) in the laboratory.
- Laboratory in-charge should ensure that the concerned practical teacher(s) display the list of experiments, exercises, assignment etc. as the case may be on the laboratory notice board.
- Laboratory in-charge should ensure that laboratory manual for the laboratory is up-to-date.
- Laboratory in-charge should ensure that the subject related charts, if any, be displayed on the wall of the laboratory in coordination with subject teachers..
- Photographs of great scientist related to the Laboratory/ Department should be displayed.
- Laboratory in-charge should ensure that entry register for students be maintained at laboratory level and entries are made accordingly. This is apart from the attendance taken by the Subject Teacher for practical.



- Register be maintained in the laboratory for recording the material issued from the laboratory on temporary basis.
- Laboratory in-charge should ensure that the equipment / apparatus / instruments / systems in respect of his/her laboratory are in working condition. In case of break down, immediate steps be taken by him/her and be recorded accordingly.
- Laboratory in-charge should ensure cleanliness and discipline in his/her laboratory.

13. Accountant:

- To ensure that the various payments are within budget provision and with the sanction of competent authorities.
- To attend to correspondence/with State/Central Government/U.G.C. and other higher authorities with the assistance of the account staffs.
- To ensure accuracy in bank reconciliation statement and budget, final accounts of funds assigned to him and also to ensure that non-revenue accounts appearing in particular account of fund are reconciled.
- To attend to audit queries and to reply audit report. To submit necessary statement of accounts.
- To recover grants due to the Institute from the outside bodies including State and Central Government.
- Prepares asset, liability, and capital account entries by compiling and analyzing account information.
- Documents financial transactions by entering account information.
- Summarizes current financial status by collecting information; preparing balance sheet, profit and loss statement, and other reports.
- Substantiates financial transactions by auditing documents.
- Maintains accounting controls by preparing and recommending policies and procedures.
- Guides accounting clerical staff by coordinating activities and answering questions.
- Secures financial information by completing data base backups.
- Maintains financial security by following internal controls.
- Prepares payments by verifying documentation, and requesting disbursements.
- Answers accounting procedure questions by researching and interpreting accounting policy and regulations.
- Preparation of Shikshan Shulka Samiti Report and other reports whenever required by AICTE, DTE & University.
- Maintains customer confidence and protects operations by keeping financial information confidential.



- Maintains professional and technical knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; participating in professional societies.
- Accomplishes the result by performing the duty.
- Contributes to team effort by accomplishing related results as needed.

14. Office Superintendent:

- The Superintendent shall be in-charge of the College office and shall be personally responsible for the smooth conduct and working, for the allotment of work to his subordinates who shall be directly responsible to him with the prior approval of the Registrar.
- It shall be the duty of the Superintendent to maintain cordial public relations and to attend to the queries of the members of the public and students and supply information through the Registrar/Director to Government authorities as per requirements.
- To exercise check and follow up of letters received from the Government of India/Chancellor/State Government/U.G.C./DTE/Universities etc.
- To draft notes of cases which are of routine in nature, draft notes essentially with reference to relevant rules, regulations, precedence and implications etc. on special cases and submit to higher officers, and given interim replies.
- To scrutinize notes/cases submitted by the lower staff, put his own remarks/suggestion, if any, and submit the same to the Registrar, as the case may be.
- To supervise the work of subordinate staff in the form of periodic check of the work carried out by the staff.
- To give instructions regarding destruction of old records according to the directives of Registrar.
- To attend to such other work as may be given to him with the approval of the Registrar.
- To arrange filing of the papers and arrange files in order, year-wise and subject-wise.
- To maintain calendar of periodical returns for incoming and outgoing, separately.
- Any other work assigned to the Superintendent by the Director or Registrar from time to time.

15. Hostel / Rector:

- Hostel Rector should ensure that at least 2 copies of Hostel Rules be displayed, on permanent basis, on the Hostel notice boards.



- Hostel Rector should ensure that Wardens are visiting the hostel as per the order and performing their duties accordingly and making the entries in the register. In case of discrepancy, necessary steps be taken.
- Hostel Rector should ensure that time table is prepared and effectively executed in respect of staff visits to the hostels. In case of discrepancy, due steps be taken.
- Hostel Rector should maintains entry/exit register for students effectively.
- Hostel Rector should ensure that no student leaves the hostel either for Kolhapur or for out of station without getting the leave sanctioned. The record of the same be maintained accordingly.
- Hostel Rector should ensure that leave to outside for one day or more be sanctioned by concerned authority after getting convinced that the case is genuine.
- Hostel Rector should ensure that all kinds of wing-wise record including leave applications be maintained in Hostel Office.
- Discrepancies be reported by students should take the necessary steps.
- Hostel Rector should take attendance in a separate register on daily basis.
- Hostel Rector should note down the absent cases effectively.
- Hostel should maintain separate register Hostel office level for recording the visits of staff
- Hostel Rector should ensure that no trace passer or unauthorized persons (who are not the members of the hostel) be allowed to enter in the Hostel without permission higher authority.
- Hostel Rector should ensure that separate register is maintained for recording the details of outside persons entering in hostel.
- Hostel Rector should ensure that condition of cots, tables, chairs, windows including glasses, fans, tube lights, etc. be recorded at the time of first entry of the students in the room and also at the time that the room is left by the students. Due steps be taken in case of discrepancy.
- Hostel Rector should ensure that cleanliness and hygiene conditions are maintained in the Hostels and around.
- Hostel Rector should ensure that timely payment is made by the students towards Hostel fees/deposit.
- Hostel Rector should ensure that there will not be shortage of logistics such as firewood, diesel for generator, water for drinking as well as for use, cots, tables, chairs, fans, etc.
- Hostel Rector should ensure that the quality of food in the mess is at acceptable level.



- Hostel Rector should ensure that at least two General Body meetings be conducted in a year and accordingly minutes be recorded in proceeding book.
- Hostel Rector should ensure that stock register of all the material (furniture, equipments, locks etc.) be maintained along with purchase order, bills and receipts.
- Hostel Rector should ensure that separate register be maintained for consumables along with purchase order, bills and receipts.
- Hostel Rector should ensure that for all celebrations in the Hostels, an in-charge from Asst. Rectors be appointed for proper conduction of the programme.

1.8 Grievance Redressal Mechanism

FUNCTIONS:

- There shall be grievance committee to deal with the grievances of the Students, teachers and other employees of the Institute to hear and settle grievances.
- It shall take care of the inputs received from students, observers and staff regarding indiscipline, ragging and sexual harassment activities of the student.

CONSTITUTION:

Chairman	:	Head of the Institute
Members	:	01 HOD from each Department 01 Librarian
Member Secretary	:	Registrar

PROCEDURE:-

- Any employee or Student of the Institute could address his grievance in writing to the member secretary of the Committee.
- The grievance could be arising out of policy matters or personal reasons.
- Whenever an employee or student wishes to put forth any claim or seeks redress of any grievance or of any wrong, which he deemed having been done to him, he must forward his case through proper channel, and shall not forward such advance copies of his application to any higher authority, unless the lower authority has rejected the claim, or refused relief, or the disposal of the matter is delayed by more than three months.
- No employee or student shall be a signatory to any joint representation addressed to the authorities for redress of any grievance or for any other matter.
- The committee shall call for meeting within a week of receiving any grievance and resolve the grievances





Service Rules

2.1 Staff Pattern

The staff pattern, the cadre structure and the students - staff ratio will be followed according to the norms given by AICTE / Shivaji university / State Government of Maharashtra

2.2 Qualifications

The prescribed minimum qualifications and experience requirements for the various teaching and non-teaching posts will be as per the norms of AICTE, Shivaji University & State Government of Maharashtra.

2.3 Pay Scales & Incentives

The pay scales and Incentives for the various teaching and non-teaching posts will be as per the norms of AICTE, Shivaji University & State Government of Maharashtra.

2.4 Mode of Selection

2.4.1: Faculty Members

A) PROCEDURE

The procedure as specified by AICTE in their regulation dated 05th March, 2010 is followed Direct Recruitment to all Cadres is based strictly on merit. Selection is done by duly constituted Committees. The following procedure is adopted in selection of faculty members.

1. Shivaji University approval for filling the post is obtained.
2. Advertisement in leading Newspapers.
3. Scrutiny of applications received till the last date mentioned in the advertisement.
4. Selection committee is constituted by the Shivaji University Kolhapur.
5. Fixing of schedule for conduct of interview.
6. Intimation to candidates about the date and time of interview.
7. Reporting of candidate and verification of certificates.
8. Process of interview.



9. Submission of recommendation report to university for consideration and approval.
10. Issue offer of Appointment to the selected candidate.
11. Inclusion of the candidate in regular muster roll.
12. Submission of report on "Change in Staff" for university approval. On receipt of approval, regularization of appointment.

2.4.2: Non-Teaching Staff

Direct recruitment to all cadres, strictly based on merit, is done by a duly constituted committee comprising following members:

- (a) Executive Director
- (b) Director
- (c) Vice - Principal
- (d) Respective Head of Department
- (e) Registrar

The following procedure adopted for selection of supporting staff-

1. Advertisement in leading Newspapers.
2. Scrutiny of applications received till the last date mentioned in the advertisement.
3. Fixing of schedule for conduct of interview.
4. Intimation to candidates about the date and time of interview.
5. Reporting of candidate and verification of certificates.
6. Process of interview.
7. Issue offer of Appointment to the selected candidate.
8. Inclusion of the candidate in regular muster roll, on receipt of regularization of appointment.

2.5 Service Records

A service book for keeping the record of service of staff shall be maintained by Registrar in respect of each employee of the College. All activities of an employee in his/her official position shall be recorded in this service book, and each entry must be approved by the Principal. The Registrar shall show the service book to each employee in the month of July every year and the employee shall sign in the service book after verification.



2.6 Service Conditions including Promotion Policy

- A person shall be deemed to have been appointed to the service when his appointment is made to a post in accordance with the existing AICTE norms (but it shall not include staff appointed on deputation or contract or temporary/ad-hoc).
- Every appointee shall be subject to the conditions that he/ she is certified as in sound mental health and physically fit for service by a Medical authority as specified from time to time.
- The pay of Teaching Staff shall be as fixed by the Selection Committee in accordance with the scale of pay prescribed by AICTE.
- The pay of Non-Teaching Staff shall be as fixed by the Selection Committee in accordance with the scale of pay prescribed by Government.
- The seniority of an Employee in any Grade shall, unless he/she has been reduced to lower rank on punishment, leave on LWP, be determined by the date of his/her first appointment on probation.
- The appointing authority shall, at the time of appointing two or more persons simultaneously to a Grade, fix the Seniority for them with reference to the rank fixed by Selection Committee at the time of appointment, irrespective of date of joining.
- All appointments in the academic services shall be made by open competition by an advertisement and selection where in all the in service personnel who possess the qualification prescribed shall also be permitted to apply.
- The Management may however make ad-hoc appointments in Specific cases or recruit by deputation.

2.7 Policy Related to Probation

- Initially the appointment of the selected candidate will temporary, for a period of two years, after which the performance of the appointee will be reviewed to regularize the appointment.
- The service conditions of the incumbent will be governed by the rules and regulations of the College issued from time to time. Except in the case of appointment in tenure or on contract basis or on deputation all appointments to the posts shall ordinarily be made on probation for period of two years and the period of probation can be extended by management in case of non-satisfactory performance.
- If any candidate is appointed on purely temporary basis in vacancy, has no right to claim a permanent post. However, such candidates may also apply for permanent post through the regular procedure.
- If a person, having been appointed temporarily to post is subsequently appointed regularly; he/she shall commence probation from the date of regular appointment.



- Any candidate appointed on temporary/ad hoc basis, his/her services can be terminated without any notice and without giving any reason.

2.8 Policy Related to Increments

- Increments will be sanctioned only on satisfactory report of performance of the Employee.
- An increment may be withheld to an employee if the conduct has not been good or his work has not been satisfactory.
- The authority ordering such with-holding of increment shall state the period for which it is to be withheld and whether with-holding of increment shall have the effect for postponing the future increments also.
- In all cases, the increment is sanctioned by the Head of the institution based on appraisal report of the employee.

2.9 Policy Related to Increments & Performance Appraisal

- Promotion to higher level of service shall be made under the Career Advancement scheme (CAS) subject to eligibility of the staff and the commitment of the staff to the cause of all-round development/improvement of institution.
- Other things being equal, seniority will be the deciding criterion.

PERFORMANCE APPRAISAL SYSTEMS:

Annual Staff Performance Appraisal Systems have been introduced. The System consists of

- Self- Appraisal
- Appraisal by Students
- Appraisal by Head of Department
- Appraisal by Head of the Institution/ Peer group

TRANSPARENCY

The Management and Director will discuss results of the appraisal with each employee.

Sustained good performance will be a requirement for

- Internal promotions.
- Selection as HODs/ Chairman's of Committees
- Selection Grade Promotions.
- Eligibility for Study Leave and other benefits.
- Awards.
- Results of the appraisal will find a place in the Personal file.



2.10 Policy Related to Retirements

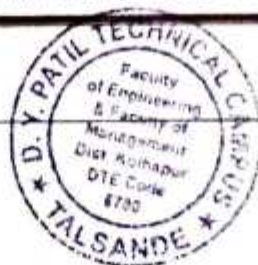
- An employee of the College shall be retired on Superannuation when he/she attaining 62 years. Provided that the authority shall have the right to issue orders of retirement of an employee who has attained the age of 60 years for reasons of inefficiency, ill-health and the like.
- However, this rule does not apply to those who are appointed on contract basis for whom such a decision will be taken by the management.

2.11 Policy Related to Resignation

- Any Member of the faculty in permanent service shall give three months' notice in case he/she desires to be relieved on resignation or in the alternative he/she shall pay three months' salary in lieu thereof.
- The resignation shall come into force from the date from which the appointing authority accepts the resignation or the date of relief whichever is earlier.
- Normally they will not be relieved in the middle of a semester. Any member of the Support Staff in permanent service shall give two months' notice in case he/she desires to be relieved on Resignation or in the alternative he/she shall pay two months' salary in lieu thereof.
- The resignation shall come into force from the date from which the appointing authority accepts the resignation or the date of relief whichever is earlier. Again, normally they will not be relieved in the middle of a semester.
- Any member of the faculty/Support staff during probation or if appointed on local/ad-hoc basis, shall give one months' notice in case he/she desires to be relieved on resignation or in the alternative he/she shall pay one month salary in lieu thereof.
- The resignation shall come into force from the date from which the appointing authority accepts the resignation or the date of relief whichever is earlier. Normally Teaching faculty members will not be relieved in the middle of a semester. However, the management reserves the right to waive the notice period or the compensation thereof.

2.13 Policy Related to Termination of Services of an Employee

- The services of a temporary employee are liable to terminated at any time without assigning any reasons whatsoever. The Management reserves the right to terminate the service of an employee whether probationer or regular on medical grounds giving 1/2/3 months notice or in lieu thereof 1/2/3 months pay.
- The Management may terminate an employee whether temporary, probationer or permanent if he/she is involved in political activity or in a criminal case or in the



event, it is proved by competent committee appointed for this purpose that the employee has failed to do his duty or negligence of duties.

- A service file shall be maintained in case of all employees. Any service rule, which involve financial commitments, will be subject to availability of funds and decision of the Management will be final.
- The Management, subject to the ratification of the governing council, is the authority for introducing, repealing or amending any service rule as deemed necessary for day-to-day administration of the College.

2.15 Code of Conduct

- An employee of the College shall devote his whole time to the service of the College and shall not engage directly or indirectly in any trade or business or in another institution or any other work, which is likely to interfere with proper discharge of his/her duties.
- This provision shall not apply to the academic work like giving guest lectures, giving talk and any other work undertaken with prior permission of the Principal.
- Every employee shall, at all times maintain absolute integrity and devotion to duty and shall do nothing to harm the dignity and prestige of the College.
- No employee shall, except with the previous sanction of the principal, accept any remunerative or honorary work not connected with the College.
- No Faculty/Staff-member of the College shall, engage himself/herself in private coaching for remuneration.
- Every employee shall ensure all possible steps for prevention of ragging in the premises of the institute. Any faculty/staff members, who reports incidents ragging will be given a certificate of appreciation, which will part of service record.
- No employee shall, while being on duty take part in politics which includes holding office, elective or otherwise in any political party or contesting for election to the State Legislature or the Parliament or take part in any other election as independent or on any party ticket.
- No employee shall take part in any act or movement, such as strike, incitement or any similar activity in connection with any matter pertaining to his service or to any other matter, which tends to bring the College to disrepute, nor shall he/she approach the media with his/her grievance/s.
- An employee shall not, without the knowledge and approval of the Director & Management, have recourse to any organization/ authority, court or to the press for vindication of his grievances.



- The Management in exercising the provision of these rules shall exercise the power, after giving the employee concerned, an opportunity to explain his/her case.
- No employee may absent himself/herself from duty without prior permission. In case of emergency of proceeding on leave without prior permission, he/she must explain the circumstances, which were beyond his/her control before rejoining duty.
- Every employee shall be at work punctually at timing fixed unless permitted otherwise by his/her Superior.
- No employee shall after reporting himself/herself for work, absent himself/herself during the period of work assigned to him.

The following acts of commission/omission shall be treated as misconduct.

- Failure to exercise efficient supervision on the subordinate staff
- Insubordination or disobedience to any lawful Order of his/her Superior Officer
- Gross negligence in teaching or any other duty assigned.
- Any act involving moral turpitude punishable under the provisions of the IPC.
- Intemperate habits affecting the efficiency of the teaching work.
- Failure on the part of an employee to give full and correct information regarding his/her previous history and record of service and violating any other specific directions or instructions given by his/her Superior Officer.

DISCIPLINARY PROCEEDINGS

- No order imposing any punishment on a Member shall be imposed except after.
 - The member will be informed in writing by the competent authority in regard to the allegations on which disciplinary action is proposed to be taken and is given an opportunity to make representation that he/she may wish to make in person orally or in writing.
 - Such representation, if any, is taken into consideration by the competent authority.
- No employee of the College shall be dismissed or removed or compulsorily retired or reduced in rank or awarded any other punished except after an enquiry in which he/she has been informed of the charges against him/her and given a reasonable opportunity of being heard in respect of these charges by a committee appointed as per Government rules from time to time and where it is proposed after such an enquiry to impose on him/her any such penalty proposed, but only on the basis of the evidence adduced during such an enquiry.



WELFARE MEASURES

The following are service benefits and welfare measures extended to the employees of the College.

- Employees Provident Fund (EPF)
- Accident Insurance Scheme
- Group Gratuity Scheme
- The Management grant maternity leave to the women employees, for a period of 180 days and limited to the first two living children.
- In the event of death of an employee while in service, an ex-gratia of Rs...../- is granted to the dependents of the deceased employee, towards funeral expenses.
- Dress code for Teaching and Non- teaching Staff
- Free Bus Facility to Teaching and and Non- teaching Staff

Faculty Development

Opportunities for Higher Studies:

The faculty can be granted study leave for higher studies in the fields of specialization desirable as decided by the management, at institutions like IITs and IISc, Bangalore and other institutions of repute. The said facility is limited to one faculty member per department every year. However this number can be increased at the discretion of the management. In this connection following guidelines will be followed:

- Preference will be given to those opting for doctoral programs, followed by Master's degree and second master's degree on execution of a bond to the effect that he/she shall serve the college for a period of 5 years after completion of doctoral program and 3 years after completion of masters program.
- In case the sponsored faculty fails to successfully complete the said program he/she would have to refund the expenses incurred by the college due to sponsoring the faculty for such a program.

Seminars/ workshops/Conferences

- Selected staff members are sponsored by the management for seminars workshops and conferences while meeting the expenses towards delegation fee for the first time and also treating the period of absence as "ON DUTY".
- The faculties are being deputed to short term/orientation courses during vacation or non-vacation days without hindrance to the academic work; preference will be given



to those, who have to fulfill the requirements of rules stipulated for Career Advancement. The period of absence is treated as "ON DUTY" during the period of attending the courses.

- Faculty members are encouraged to take up minor research and development projects. Grants will be sanctioned to the extent possible.
- Travel grants can be sanctioned to faculty to present research papers at or to attend National or International Conferences in India or abroad, depending on availability of funds.

STAFF DEVELOPMENT AND TRAINING: SUPPORT STAFF (ADMINISTRATIVE)

- Arranging in house training programme for improving communication skills, particularly skills of writing (with such inputs as grammar at basic level) with the help of the Department of English.
- Arranging two-week training programme by way of requesting resource persons including the retired senior Government officials with experience in Administration and Accounts areas besides utilizing the services of the Senior Officers. The training programme covers different functional and ministerial skills as required by the office of a private engineering College.
- Arranging training programme so as to enable the ministerial staff to acquire adequate working knowledge through hands on experience of computers utilizing the services of Faculty attached with Computer Centre.

STAFF DEVELOPMENT & TRAINING: SUPPORT STAFF (TECHNICAL)

- In respect of Technical Staff such as Lab Assistants, Lab Technicians etc., refresher Training & Retraining Programmes shall be arranged in such technical areas, as required in view of changed curricula (Lab Practical) and also as suggested by the respective Heads of the Departments and functional heads.

2.17 Awards

Excellent Teacher Awards and Excellent Support Staff Awards have been instituted to encourage teachers to put in their best efforts. An appraisal system to select awardees annually for the Awards has been put in place so that no abuse or misuse of the provisions may take place.



2.18 Other Services & Approval Authorities

Faculty Certificate Issuing Policy

Sr No	Type of Certificate	Concerned Section	Application Address to	Channel of Application	Granting / Signing Authority	Max. No of days for Issue	Fee Amount
01	Salary Certificate	Account	Director	Section Clerk- Register - Director	Director	01	--
02	Employment Certificate	Establishment	Director	Section Clerk- Register - Director	Director	01	
03	Experience Certificate	Establishment	Director	Section Clerk- Register - Director	Director	01	--
04	Relieving Order	Establishment	Director	Section Clerk- Register - Director	Director	01	--
05	Address Proof	Establishment	Director	Section Clerk- Register - Director	Director	01	
06	Duplicate Identity Card	Establishment	Director	Section Clerk- Register - Director	Director/ Registrar	05	100
07	Any Other Certificate	Establishment	Director	Section Clerk- Register - Director		01	--

Before issuing Relieving Order: Obtained Clearance Certificate from Concerned Faculty / Staff.

Office Copy of above Certificates: Kept in Personal File of Concerned Faculty / Staff



Faculty Recruitment Policy: Ad hoc

Sr No	Process Steps	Demand by/ Prepared by	Channel	Sign - Noted by	Order for
01	Requirement of Faculty As per Work Load	Concerned HOD	Register - Director- Exe-Director	Exe-Director / Director	LMC Discussion
02	Discussions in LMC	--	--	LMC Meeting	Preparation for Draft Advertisement
03	Preparation of Advertisement	Register	---	Exe-Director / Director	Publishing Advertisement
04	Received Applications Inward	Inward Clerk	Register - Director	Exe-Director / Director	Filing
05	Scrutiny and prepare list of Eligible candidates	Section Clerk	Register - Director	Exe-Director / Principal/Vice-Principal	Call for Demo and Interview
06	Constitution of Selection Committee	--	Register - Director	Exe-Director / Director	To finalize date of Interview & Preparation
07	Call for Demo & Interview	Section Clerk	Register - Director	Exe-Director / Director	
08	Selection Committee Report	--	Register - Director	Exe-Director / Director	
09	Preparation of Employment Chart	Section Clerk	Register - Director	Exe-Director / Director	Preparation of appointment Order
10	Appointment of Faculty and Joining	--	Register - Director	Exe-Director / Director	

Before Publishing Advertisement:

1. Enquiry for Rates for publication through Public Relation Cell (PRC)

2. Finalization of Rates and Newspaper by Management through PRC

Constitution of Selection Committee: 1. Exe-Director 2. Director/Vice-Principal 3. HOD Concerned Department 4. Subject Expert



Appointment Order:

1. Prepared by concerned Section Clerk
2. Kept for Finalization to Director through Register
3. Finalization & Counter signed by Director
4. Approved by Exe-Director & Chairman, Governing Council
5. Issued by Director
6. Copy to-
 - a. Personal File
 - b. Account Section through Register
 - c. Trust File
 - d. Main File

Joining Report:

1. Report to Director
2. Order for prepare Joining Report by Director to Section Clerk through Register
3. Accept the Joining Report
4. Order to proceed for further process as per Employment Certificate

Employment Chart:

1. Prepared by Section Clerk as per Selection Committee Report
2. Counter Signed by Register
3. Signed by Exe-Director & Director
4. Proceed to Further Process through Register.





Leave Rules

1.1 Types of Leaves

Casual Leave

- All Faculty and staff are eligible for 12 days CLs in a year during the Academic year.
- Faculty and Staff who have not completed one year of service can avail CLs only on pro-rata basis.
- Faculty and staff can avail CL for 3 days only at a stretch.
- Saturday (if not a working day), Sundays, Compensatory offs and Holidays availed during the period of casual leave are not counted as part of casual leave.
- Casual Leave can either be prefixed or suffixed with vacation.
- Casual leave not availed in a Academic year will lapse.
- Half a day casual leave can be availed if an individual starts working immediately after lunch for the afternoon session or going for the lunch immediately after half day's work, in the forenoon, and not returning for duty for the rest of the day.
- The recognition of the presence of the individual for work is done only based on the signature of the individual in the attendance register kept for that purpose.
- Saturdays (if not a working day), Sundays/public holidays/restricted holidays/ weekly offs can be prefixed and/or suffixed to casual leave.
- Casual leave is availed by individuals only on prior sanction. However, due to emergency, the individual can be absent from duty after informing concerned authority or telephone immediately on rejoining duty. This is permitted only in emergencies. The number of absences will be governed as per the casual leave rules so far mentioned. However, the absence must be intimated by telegram or by telephone to the competent authority. The competent authority for all employees will be the concerned Heads of the Department. For all the Heads of the Departments, the competent authority is the Director or Vice- Principal (in absence or Director).
- It is the responsibility of the faculty to make alternative arrangements for the academic load the faculty misses because of the casual leave. The HOD will monitor and take suitable steps to see that no class is unattended. The same should be intimated to the Director or Vice-Principal.



- Establishment Section should maintain the casual leave register and permission granted for the faculty/staff under his/her control and should submit before the last working day to the Accountant for preparing the pay bill.
- The rules and regulations given above may be followed while working out the pay bill for that month. Staff members who take leave without prior permission or without giving any information will be treated as leave without pay.

Duty Leave

Duty leave may be granted for:

- Attending conferences, symposia and seminars with the prior permission of the competent Authority.
- Delivering lectures in institutions and universities at the invitation.
- Participating in a delegation or working on a committee appointed by the AICTE, State Government or Shivaji University Grants or any other academic body.
- For performing any other duty for the university.
- Duty leave may be combined with earned leave, half pay leave or extraordinary leave.

Earned Leave (EL) Non-Teaching Staff

- Support Staff and Director, Librarian, TPO & Physical Director will be eligible for 30 days of earned leave per year. Teaching faculty (other than those mentioned above) will not be eligible for Earn Leave)

1.2 Vacation

Vacation Leave

- Teaching and non-teaching staff who have completed 1 year of service are eligible for a vacation leave.

1.3 Movements

- Depending on urgency of the matter faculty/staff may leave the campus for personal reasons for up to about two hour after obtaining permission from the competent authority. Such permission can be given once a month only.



1.4 Leave / Vacation Approval Policy

Sr No	Type of Leave	Days / Year	Purpose	Sanctioning Authority	Leave request must be received at least
01	Casual Leave	12	Personal work etc	Director / Vice-Principal	01 day in Advance
02	Sick Leave /HPL	20	Medical ground	Director / Vice-Principal	-
03	On Duty Leave	-	College /University Duty	Director / Vice-Principal	01 day in Advance
04	Earned Leave (for administrative staff)	30 (No Encashment)	-	Exe-Director /Director	03 days in Advance
05	Special Leave	-	Marriage /Function etc	Exe-Director /Director	05 days in advance
06	Maternity Leave	90 / 180	Maternity	Exe-Director / Director	15 days in advance

- Casual leave cannot be combined with any other kind of leave. However, such leave may be combined with holidays including Sundays. Holidays or Sundays within the period of casual leave shall not be counted as casual leave.
- Sick Leave / Half -pay leave may be granted on the basis of medical certificate from a registered medical practitioner.
- Maternity leave may be granted to a woman teacher for a period of 90 days (ad hoc appointment) and of 180 days (approved candidate) to be availed twice in the entire career.
- Special leave not exceeding 10 days in an academic year may be granted.
- Every individual must apply for leave through proper channel, by making prior alternative arrangement for the workload.
- Unutilized SL & EL in an academic year can be stored for the following years.
- Administrative Staff- Director, Librarian, Physical Director, Administrative Office Staff & Peons.



Salekh
Director
D.Y. Patil Technical Campus
 Faculty of Engineering & Faculty of Management
 Talsande, Tal. Hatkanangale, Dist. Kolhapur

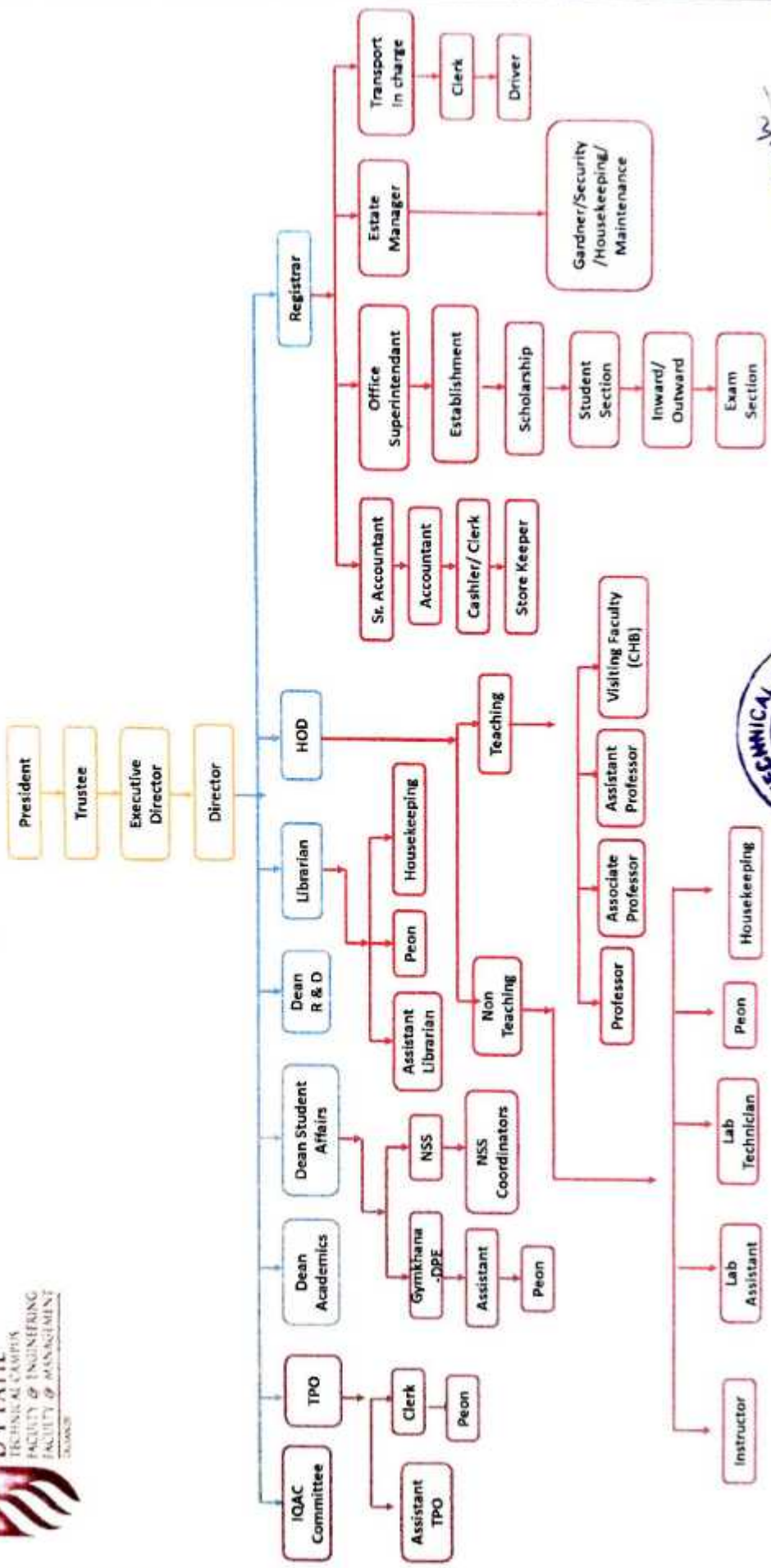
**D Y Patil Education Society Kolhapur
Sponsoring Body Member Details**

Sl. No.	Full Name	Qualification	Designation	Address	Phone No.	Mobile No.	Postal Code	City	State	Pin Code	Year
1	Dr. Jagdeesh Chandra	Ph.D.	President / Chairman	13/1/1967	0212496429 / 82971126	9822011206	416001	Kolhapur	M.S.	416001	2011
2	Dr. Sridhar Sridhar	Ph.D.	Member	14/1/1972	0212491503 / 8862191481	9822011206	416001	Kolhapur	M.S.	416001	2011
3	Dr. Sridhar Sridhar	Ph.D.	Member	15/1/1964	0212491503 / 8862191481	9822011206	416001	Kolhapur	M.S.	416001	2011
4	Dr. Sridhar Sridhar	Ph.D.	Member	15/1/1964	0212491503 / 8862191481	9822011206	416001	Kolhapur	M.S.	416001	2011
5	Dr. Sridhar Sridhar	Ph.D.	Member	15/1/1964	0212491503 / 8862191481	9822011206	416001	Kolhapur	M.S.	416001	2011
6	Dr. Sridhar Sridhar	Ph.D.	Member	15/1/1964	0212491503 / 8862191481	9822011206	416001	Kolhapur	M.S.	416001	2011
7	Dr. Sridhar Sridhar	Ph.D.	Member	15/1/1964	0212491503 / 8862191481	9822011206	416001	Kolhapur	M.S.	416001	2011
8	Dr. Sridhar Sridhar	Ph.D.	Member	15/1/1964	0212491503 / 8862191481	9822011206	416001	Kolhapur	M.S.	416001	2011
9	Dr. Sridhar Sridhar	Ph.D.	Member	15/1/1964	0212491503 / 8862191481	9822011206	416001	Kolhapur	M.S.	416001	2011
10	Dr. Sridhar Sridhar	Ph.D.	Member	15/1/1964	0212491503 / 8862191481	9822011206	416001	Kolhapur	M.S.	416001	2011

D. Y. Patil Education Society
Kolhapur



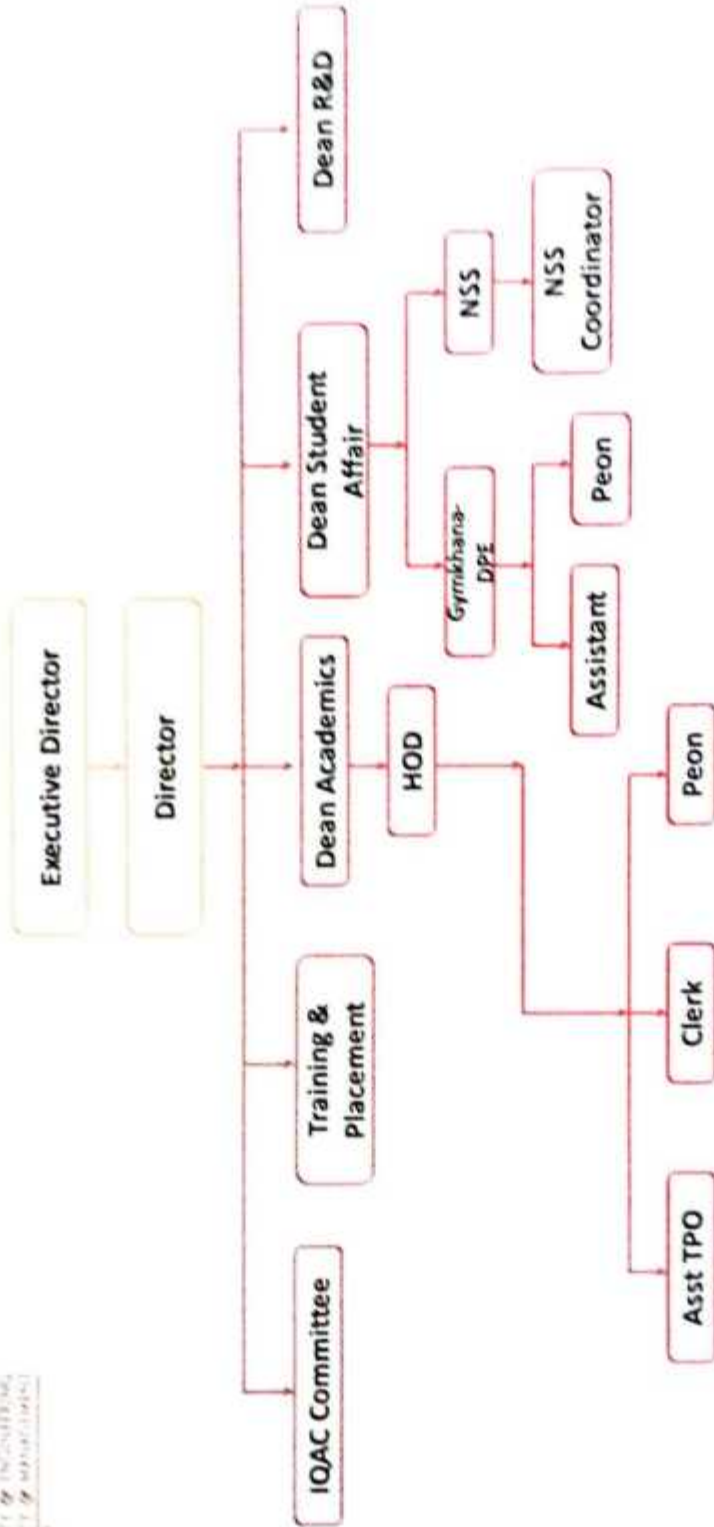
Organization Structure



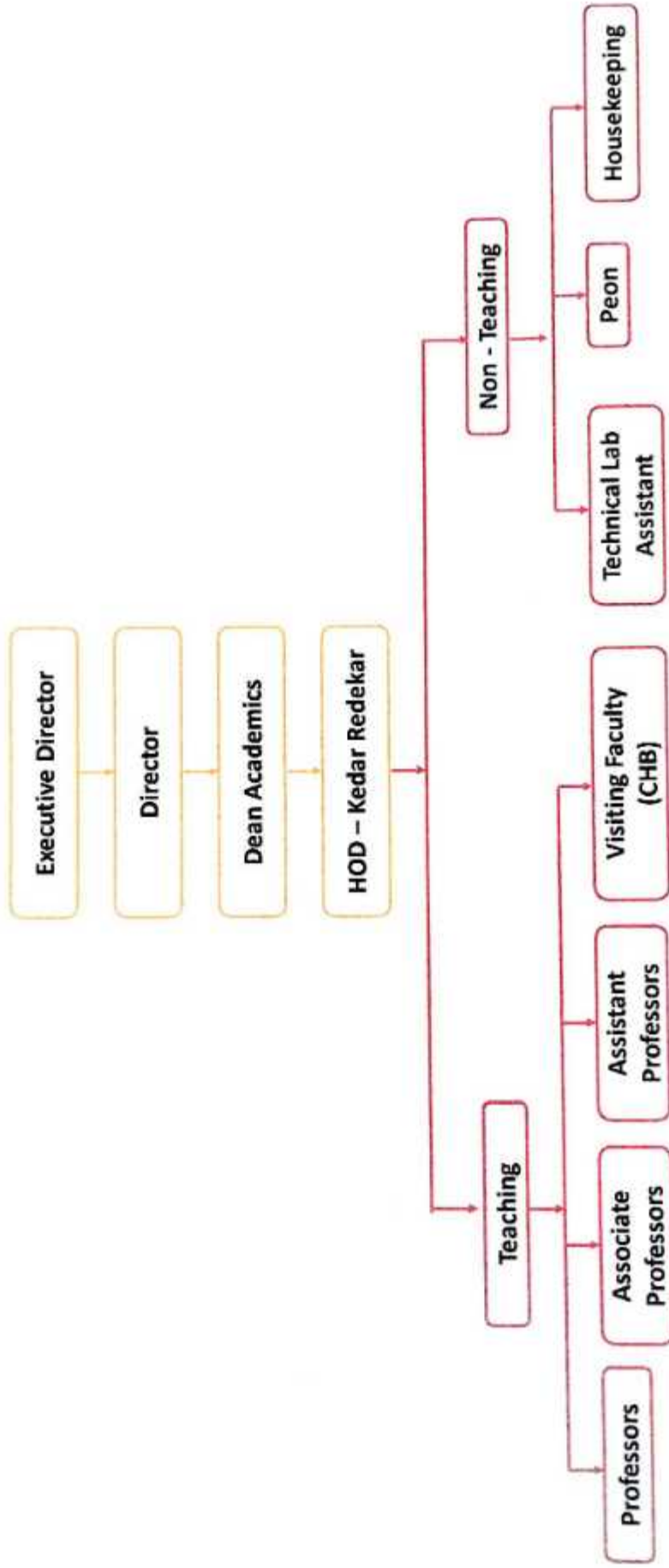
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Director
 D.Y. Patil Technical Campus
 Faculty of Engineering & Management
 Talasanda, Tq. Hathanagar, Dist. Kothwar

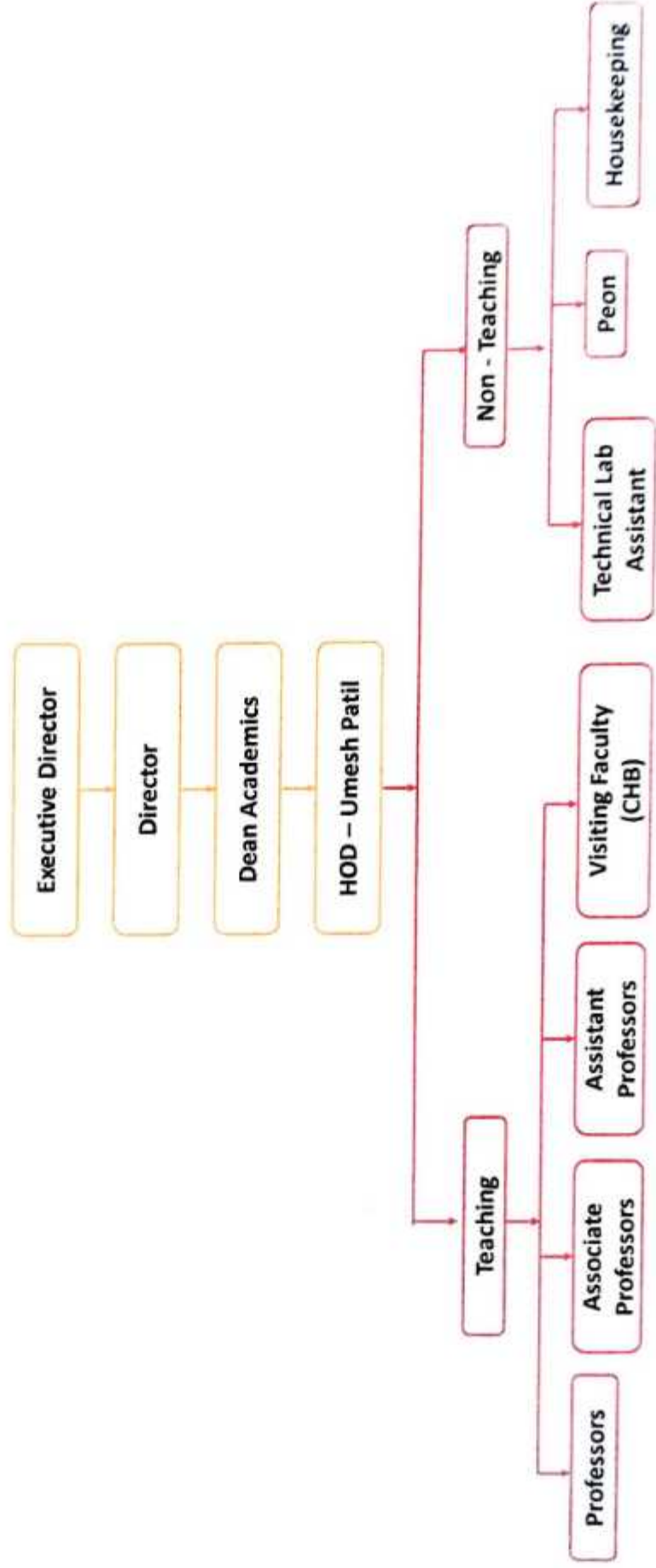
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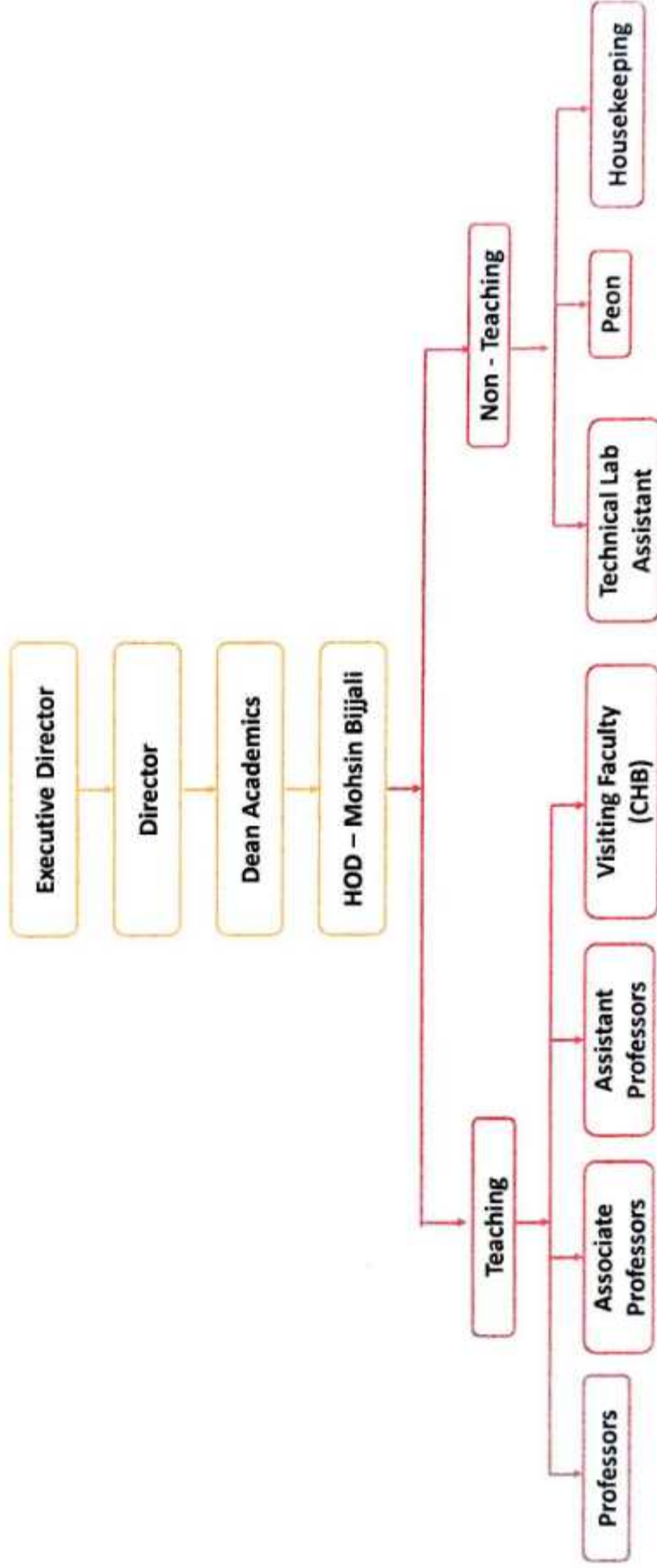
Organization Structure - Civil



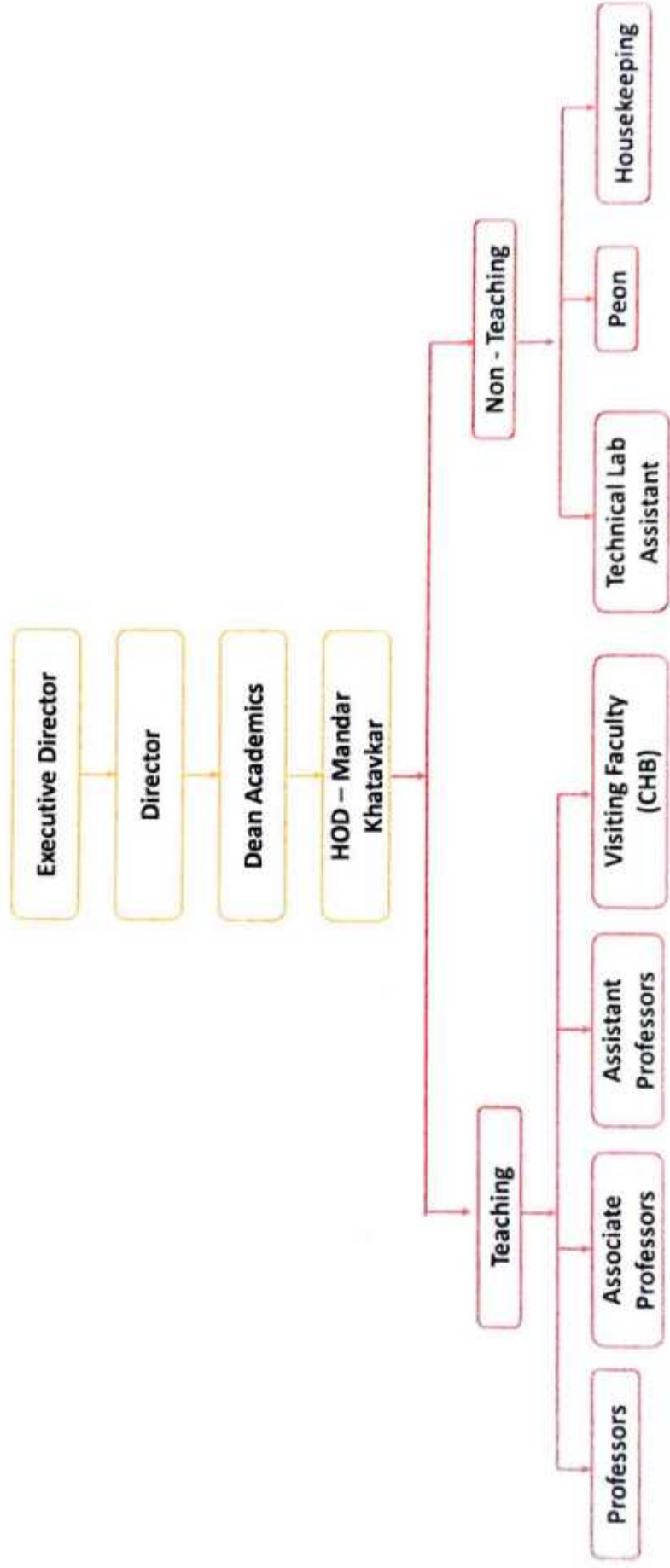
Organization Structure - CSE



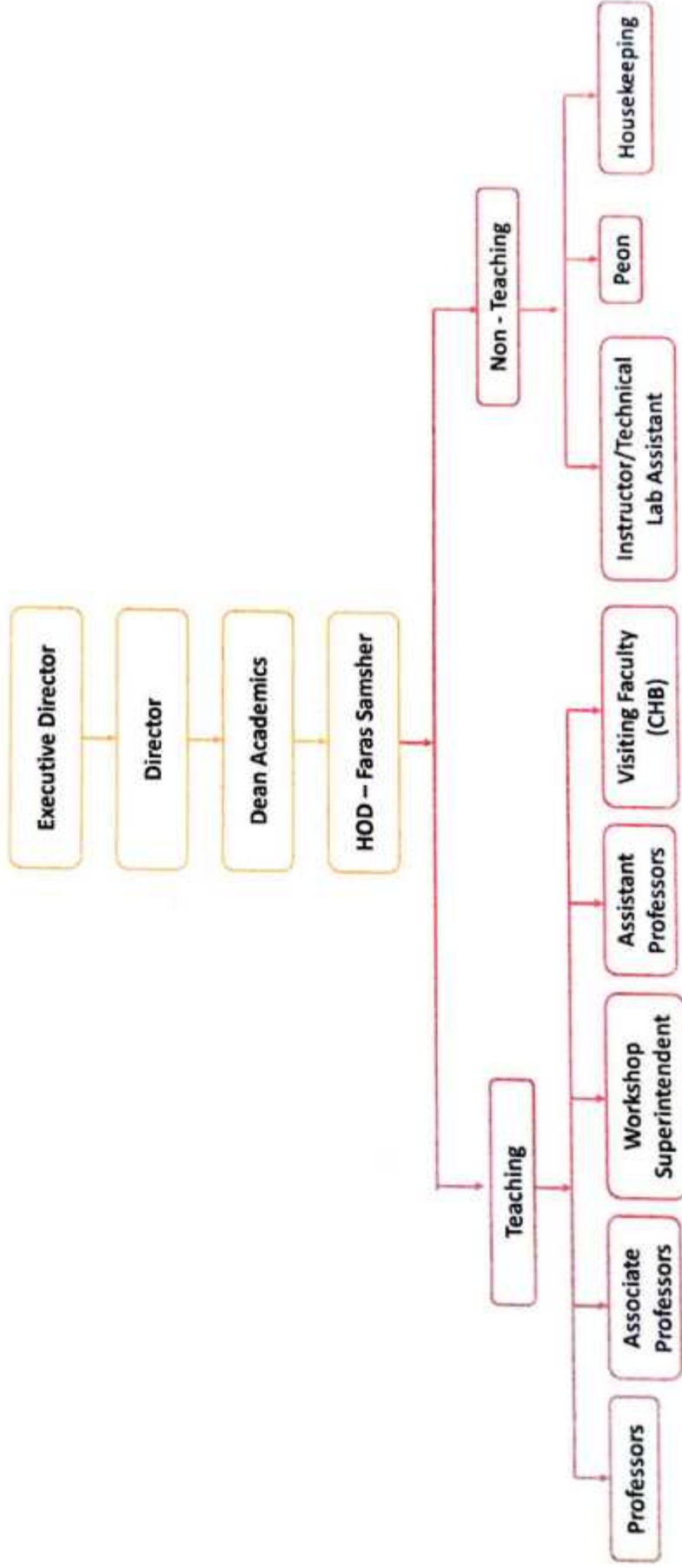
Organization Structure - Electrical



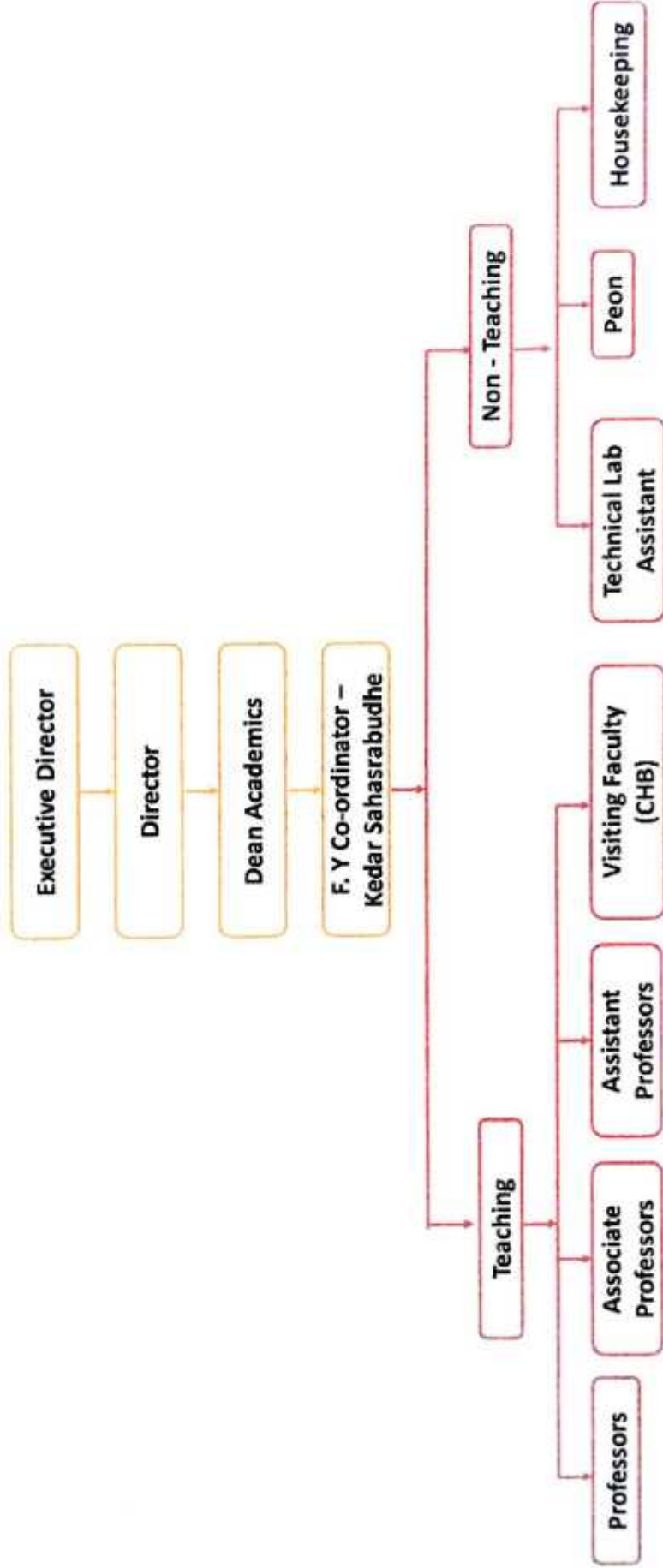
Organization Structure - ENTC



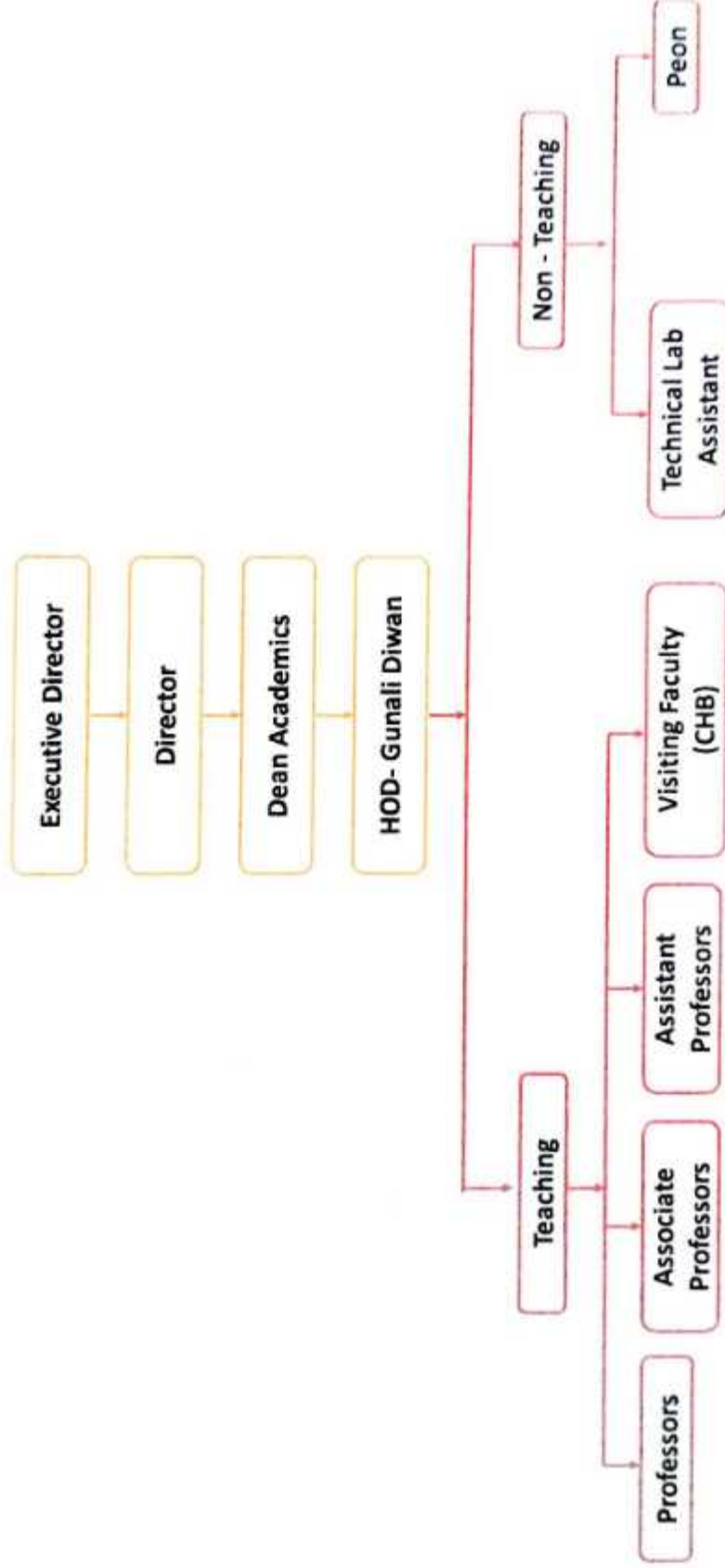
Organization Structure - Mechanical



Organization Structure - General Science

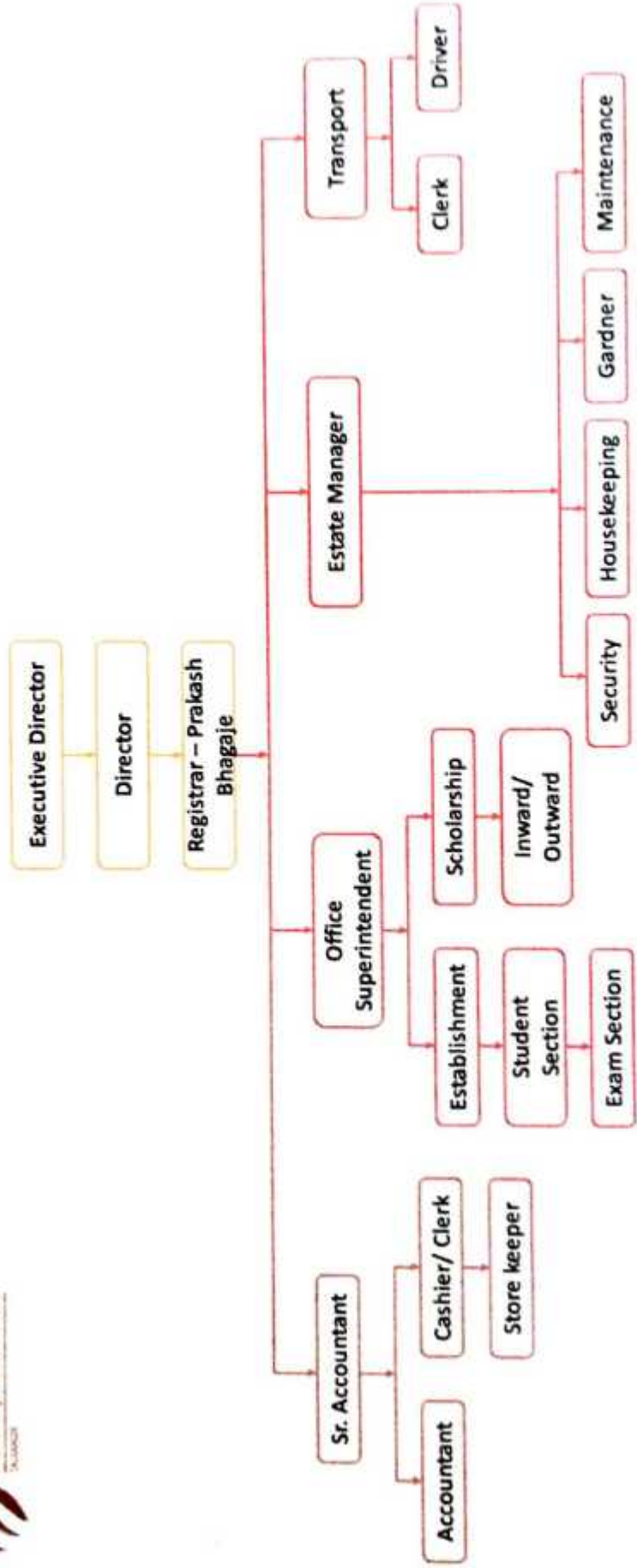


Organization Structure - MBA



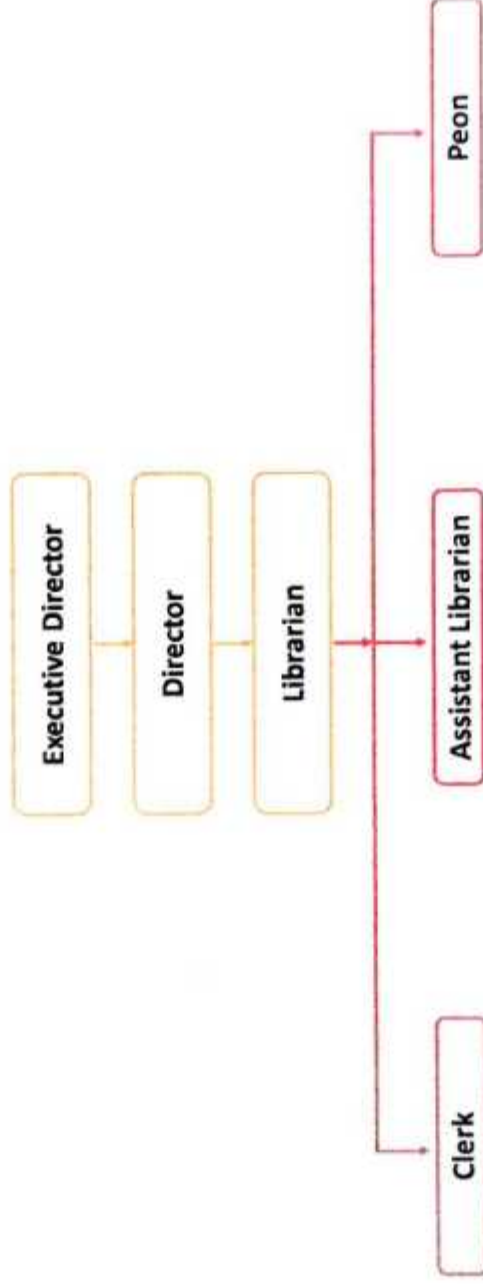
Signature
Director

Organization Structure – Administration



S. Patil

Organization Structure - Library



Satish

Director
D.Y. Patil Technical Campus
Faculty of Engineering & Technology
Warananagar, Dist. K. Anand

T- 0244

**PERFORMANCE APPRAISAL FOR FACULTY
(Teaching)**

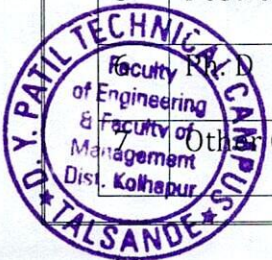
**Part - A- Self Appraisal
Academic Year 2022-23
(To be filled by Faculty)**



1. Name of the College: D.Y. Patil Technical Campus, Talsande.
2. Department: General Engineering
3. Name of Faculty: Dilip J. Patil
4. Date of Birth: 11/03/1977 Age: 45 Remaining Years For Retirement: 14
5. Date of Joining this Institute: 01/07/2008 No of Years: 15
6. Contact No: 7798288555 Designation Asst. Prof.
7. Emergency Contact No: _____ Name _____
8. Type of Appointment : Regular / Adhoc / Contract Basis / Daily Wages Adhoc
9. Current Gross Salary : 35000/- Aadhaar Card No: _____
10. Religion : Hindu Caste : Maratha
11. Address : At. Kekhale Po. Jakhale Tal. Panhala Pin Code: 416114
12. Name of Constituency: Panhala-shahuwadi
13. Reference Name :- _____ Contact No: _____

14. Educational Qualification:

Sr No	Level	Year of passing	Name of College / University	Percentage of Marks
1	SSC	1993	S.S.C. Board	65%
2	H S C	1995	H.S.C. Board	58%
3	Diploma	-	-	-
4	Final Year (Graduation)	1998	Shivaji University	63%
5	Post-Graduation	2000	Shivaji University	55%
	(Pursuing)	-	D.Y. Patil Education Society Deemed to be uni. Kdp.	
	Other Qualification If Any	B.Ed. 2007	Mumbai University	56%



Details of Actual Academic Work Load:

Semester	Subject Taught	Class	No of Lectures Allotted Per Week	Taken	Practical Taken Per Week	Tutorial per week	Total Work Load Per Week
Sem - I	Engg. Physics	F.Y.	03+03	03+03	12	—	18
	Fund. Electronics	F.Y.	04	04	—	—	04
Sem - II	Engg. Physics	F.Y.	06	06	12	—	18

Academic workload details of last one month: -

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Allotted	Taken	Allotted	Taken	Allotted	Taken	Allotted	Taken
February								
January								
2023 C	14	13	—	—	05	05	24	23
Physics D	14	13	—	—	04	04	22	21
A	08	08	—	—	—	—	08	08
E. B	09	09	—	—	—	—	09	09

15. Are you registered for Ph.D. -

Yes / No

If Yes Give Details: Topic - Electrochemical characterisation of supercapacitor

Year of Registration D.Y. Patil Education Society (Deemed to be University) Kolhapur

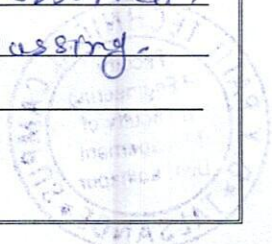
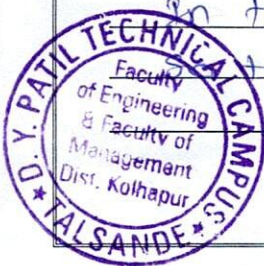
University Nov. 2021

Expected Time of Completion Feb 2025

If No: — By When: —

Any Specific Problem of student's solved or taken initiative to solve

In this year, in div C & D slow learner are observed. taken initiative about there study and passing.



Any innovative idea introduced

0244

Papers Published

- 1) Amorphous NiWO₄ by silar method for OER. - J. Colloid Interface.
- 2) Dy₂Se₂ thin films for hybrid capacitors - Synthetic metals.
- 3) Binder free synthesis of NiWO₄ for ASC application - Energy Technology.
- 4) Nanocrystalline CoWO₄ thin films for OER. - J. Hydrogen energy.
- 5)

Contribution to industrial development, seminars, etc.

- 1) Presented paper in International conference on Advanced materials AMSCA-2022 during 18-20 Oct 2022 at S.P. Pune University.
- 2) 7 day hands on training of SAIF-DST gov. of India at Shivaji Uni.
- 3) Presented paper in International conference of ETMS on 9-10 NOV. 2022 at D.P. Bhosale college Koregaon Sattara.

Membership or Fellowship of Professional bodies

Life member of Indian Society for Technical Education.

Any other Achievement, which you want to claim

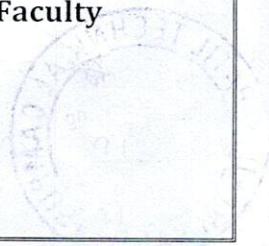
Two patents are published

- 1) A method of synthesis of composite NiWO₄ (filled No. 202221039656) (Published date - 02/09/2022)
- 2) Chemical syn. of CdSe/rGO (filled No. 202121062097) (Published date 31/12/2021)

Place: Talsande

Date: 22/05/2023

Signature of Faculty



Self-Appraisal

Name: Dilip J. Patil

Date of Joining: 01/07/2008 No of Years: 15

Designation On Joining: Lecturer Salary: 8000/-

Last Increment / Promotion: At - Talsande Polytechnic
Injustice in increment for 2016, 2018 ~~2020~~
only - 1000/- ₹ and
Date: _____ Year: 2022 2022 - minimum in T.C.

Designation: Assistant Prof. Current Salary: 35000/-

Self-Analysis:

Strength: I can handle

- 1) Admission work
- 2) MSBTE or Shivaji university examinations
- 3) NEET exam. or other competitive exam.
- 4) Effective Teaching.

Weakness: At times excessive analytical and rational
short-temper approach.

Short Term Goal: _____

- * To complete Ph.D.
- * To take Teaching abilities to next level using
new Teaching aids.

Long Term Goal: (with respect to development of Institution)

Sanction research projects and do research.
Physics would be beneficial to students and
Institute.



0244

H O D Appraisal SheetPart-B

(To be filled by Faculty)

Name of the College: D.Y. Patil Technical Campus, Talasande
 Name of Faculty: Dilip J. Patil Department: General Engg
 Name of HOD: Mr. Kedar K. Sahasrabudhe

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding
 0-5 6-10 11-15 16-20 Above 20

Parameters	5	4	3	2	1
1. Quality of Course File		✓			
2. Regularity in maintaining academic diaries		✓			
3. Punctuality	✓				
4. Involvement in Developmental work		✓			
5. Involvement in laboratory development		✓			

Total Score out of (25) = 21

Academic workload details of last one month: - February 2023

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Alloted	Taken	Alloted	Taken	Alloted	Taken	Alloted	Taken
February 2023	14 (C)	13	-	-	05	05	24	23
	14 (D)	13	-	-	04	04	22	21
	8 (A)	8	-	-			8	8
	9 (B)	9	-	-			9	9

Remarks If Any: Good in Work.HOD Name: Mr. K. K. SahasrabudheSignature: [Signature]22/5/2023

Principal & Registrar Appraisal Sheet

Part-C

(To be filled by Faculty)

Name of the College: D.Y. Patil Technical Campus, Talsande.

Name of Faculty: Dilip J. Patil Department: General Engg.

(For Office Use Only)

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

Table with 5 columns (CL, ML, OD, C/Off, Total) and 4 rows of appraisal data. Row 1: No of leaves taken in the Year (To be filled by Registrar Only) with values 8.5, -, 17, 02, 28.5. Row 2: Out of 12. Row 3: No of Late Remarks in the Year (To be filled by Registrar Only) with value 05. Row 4: Involvement in college development (To be filled by Principal Only) with values 25, 20, 15, 10, 5. Row 5: Total Actual Working Days for the current academic year with value 182.5.

Total Score out of (25) = 18

Any other Feedback by Registrar

Any other Feedback by Principal

Registrar Name: Bhagaje P.m

Signature: [Handwritten Signature]

Principal Name: Dr. S.R. Pawaskar

Signature: Satew 23/5/23



NT 1112

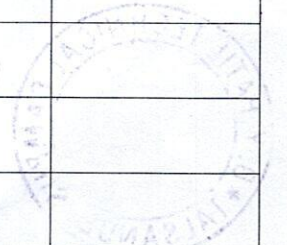
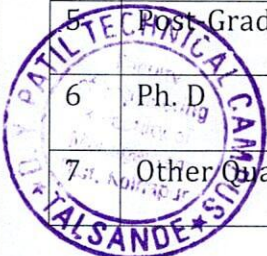
PERFORMANCE APPRAISAL FOR STAFF
(Non - Teaching)
Part - A- Self Appraisal
Academic Year 2022-23



1. Name of the College: D.Y. Patil Technical Campus, Talsande
2. Department: Electrical Engineering
3. Name of Staff: Dipak Kroushnat Sutar
4. Date of Birth: 04/09/1994 Age: 28 Remaining Years For Retirement: _____
5. Date of Joining this Institute: 12/09/2022 No of Years: 9 month
6. Contact No: 7796732020 Designation Lab Assistant
7. Emergency Contact No: 9890697246 Name Sachin Sutar
8. Type of Appointment: Regular / Adhoc / Contract Basis / Daily Wages Adhoc
9. Current Gross Salary: 12,000/- Aadhaar Card No: 878245274787
10. Religion: Hindu Caste: OBC
11. Address: A/P - Mohare Tal - Panhala Dist - Kolhapur Pin Code: 416114
12. Name of Constituency: Panhala
13. Reference Name -: Shivaji Mohite (Mohare) Contact No: 9923201996

14. Educational Qualification:

Sr No	Level	Year of passing	Name of College / University	Percentage of Marks
1	SSC	2010	Mohare High School	65.80%
2	HSC	2012	Y.C.W.M. Warananagar	48.80%
3	Diploma	2016	Ashokrao Mane Polytechnic	57.00%
4	Final Year (Graduation)			
5	Post Graduation			
6	Ph. D			
7	Other Qualification If Any			



15. Job roles assigned to you: (Please mention in brief)

1. All the Electrical Lab Maintaining Equipments.
2. I have handle practical workloads.
3. I worked campaigning for DTE Admission.
4. Last year 2022 I have worked in Admission cell
5. I have some work in office.
6. I have also Departmental work.
7. I have worked Annual sports & cultural Events
8. I have help to Electrical Staff in official work
9. I have some work in CIE Exams.
10. I have help to T.P.O in Campus Drive.
11. _____
12. _____
13. _____
14. _____
15. _____

16. Since when are you working in the same profile? Date 01/10/2018 Year 04

17. Your immediate reporting head?

Name: Mr. M. S. Bijali

Designation: HOD, Electrical Engg.

18. Name the committees in which you are working :

I have Departmental work for a LIC
Committee.



19. Any specific problem you have solved:

1112

I helped in Electrical Energy Audit in Technical
previous year campus.

20. Your contribution to the institutional development:

21. Any other achievement you want to claim for the year 2022-23:

Attend Non-Teaching, ^{Soft-skill} Workshop organised by
J. J. Magdum collage of Engg. Jaysingpur.

Place: Talsande.

Date: 22/05/2023


Signature



Self-Appraisal

Name: Mr. Dipak Krushnesh Satas

Date of Joining: 12/09/2022 No of Years: 9 Month

Designation On Joining: Lab Assistant Salary: 12,000/-

Last Increment / Promotion:

Date: _____ Year: _____

Designation: _____ Current Salary: _____

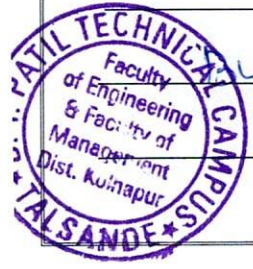
Self-Analysis:

Strength: Communication skills, self motivated,
Team work skills, problem solving skills.

Weakness: _____

Short Term Goal: Improve workplace skill,
Learn new technology.

Long Term Goal: (with respect to development of Institution)



Build network, Build new skills.

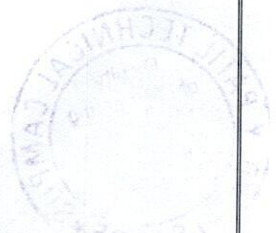
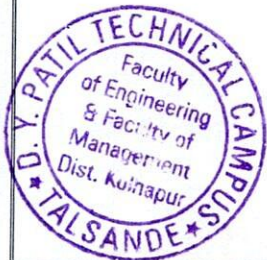
1112

Immediate H O D Appraisal Sheet**Part-B****(To be filled by Staff)**Name of the College: D.Y. Patil Technical campus, Talsande.Name of Staff Dipak Krushnaji Sutar Department: Electrical EngineeringName of HOD: Mr. M.S. Bijali**(For Office Use Only)**

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding
- 0-5 6-10 11-15 16-20 Above 20

Parameters	5	4	3	2	1
1. Punctuality		✓			
2. Timely Completion of Work	✓				
3. Behavior with other employees	✓				
4. Knowledge of the area		✓			
5. Contribution to the institutional development		✓			

Total Score out of (25) = 22Any other Remarks Very good in workHOD Name: Mr. M.S. BijaliSignature: [Signature]22/05/2023

Principal & Registrar Appraisal Sheet

Part-C

(To be filled by Staff)

Name of the College: D.Y. Patil Technical Campus, Talsande.

Name of Staff Dipak Koushnat Sateh Department: Electrical Engineering

(For Office Use Only)

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

1. No of leaves taken in the Year (To be filled by Registrar Only)	CL	ML	OD	C/ Off	Total
	10.5	-	5.5	-	16.
Out of 11	11	-	-	-	-
2. No of Late Remarks in the Year (To be filled by Registrar Only)	04				
3. Involvement in college development (To be filled by Principal Only)	25	20	15	10	5
		20			
4. Total Actual Working Days for the current academic year	DOJ - sept - 2022 176.				

Total Score out of (25) = 20

Any other Feedback by Registrar

Any other Feedback by Principal

Registrar Name:

Bhagnje P.m

Signature:

Bhagnje

Principal Name:

Dr. S.R. Pawaskar

Signature:

Sateh
23/5/23



NT 1103

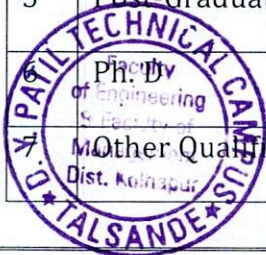
PERFORMANCE APPRAISAL FOR STAFF
(Non - Teaching)
Part - A- Self Appraisal
Academic Year 2022-23



1. Name of the College: D. Y. Patil Technical Campus, Talsande
2. Department: Mechanical Engineering
3. Name of Staff: Mr. Sikanand M. Bijali
4. Date of Birth: 09/07/1988 Age: 34 Remaining Years For Retirement: _____
5. Date of Joining this Institute: 04 Aug 2017 No of Years: 5 years 10 months
6. Contact No: 7972785527 Designation Instructor
7. Emergency Contact No: 7507016063 Name Mr. Sikanand M. Bijali
8. Type of Appointment: Regular / Adhoc / Contract Basis / Daily Wages Adhoc
9. Current Gross Salary: 14500/- Aadhaar Card No: 707758326823
10. Religion: Islam Caste: Muslim (OBC)
11. Address: Alp: Kini, Tal:- Hatkanangle. Kolhapur Pin Code: 416112
12. Name of Constituency: Hatkanangle
13. Reference Name -: _____ Contact No: _____

14. Educational Qualification:

Sr No	Level	Year of passing	Name of College / University	Percentage of Marks
1	SSC	2003	Kini Highschool Kini	53.60%
2	HSC	2005	Pazashar Je. college, Pazgaon.	43.50%
3	Diploma	2009	MSBTE	60.00%
4	Final Year (Graduation)			
5	Post-Graduation			
	Other Qualification If Any (BCA) Appearing Shivaji University			



15. Job roles assigned to you: (Please mention in brief)

1. Machine shop Instructor [conduct Practicals for
2. B.Tech Engineering / Polytechnic / ATU / B.Tech Agri.]
3. Conduct Practicals on CNC Machine.
4. Maintain Departmental Data & Records.
5. All Department works.
6. Shiraji University Exam. at DYPTC
7. Admission Work.
8. Office Work.
9. Maintain All machinery (conventional & Non conventional)
10. at Machine Shop & maintain Dead stock register,
11. consumable register, Bill files etc.
12. TO complete all tasks given by Director Sir, Registrar Sir,
13. and HOD Sir.
- 14.
- 15.

16. Since when are you working in the same profile? Date 04 Aug. Year 2017

17. Your immediate reporting head?

Name: Mr M.S. Faras

Designation: Incharge HOD.

18. Name the committees in which you are working :

LIC Committee , MSBTE Committee , COA Committee [Agriculture]
Agriculture college committee [Rajawade University]
AICTE Committee [at Kasba Bawada Dead stock writing]



1103

19. Any specific problem you have solved:

The C++ Programme was not running & the machine was not running properly, turned it on and now Programme run & machine also run.

20. Your contribution to the institutional development:

- Admission Work in Shivajinagar - Islampur - Ashoka Region
- 'AAC' Preparation work (Result Analysis)

21. Any other achievement you want to claim for the year 2022-23:

Place Talsande

Date: 22/05/2023

Deenveer

Signature



Self-Appraisal

Name: Mr. Tanveer Sikandar Bijali

Date of Joining: 04 Aug. 2017 No of Years: 5 years 10 months.

Designation On Joining: Instructor Salary: 12000/-

Last Increment / Promotion:

Date: January Year: 2022

Designation: Instructor Current Salary: 14500/-

Self-Analysis:

Strength: _____

- I am a self-motivated and hard working person.
- I will do work with 100% dedication. &

Weakness: _____

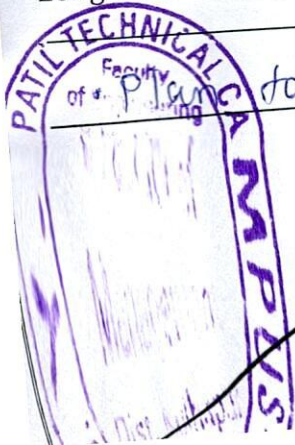
- Overthinking & tension over small things.

Short Term Goal: _____

- Now; BCA appearing & complete in next 2 years.

Long Term Goal: (with respect to development of Institution)

- to complete MCA in next 4-5 years.



Immediate H O D Appraisal Sheet

1103

Part-B

(To be filled by Staff)

Name of the College: DY Patil Technical Campus, Talasande

Name of Staff Mr. Tanvire S. Bijali Department: Electrical

Name of HOD: Mr. M.S. Faras

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding
0-5 6-10 11-15 16-20 Above 20

Parameters	5	4	3	2	1
1. Punctuality	✓				
2. Timely Completion of Work	✓				
3. Behavior with other employees	✓				
4. Knowledge of the area		✓			
5. Contribution to the institutional development	✓				

Total Score out of (25) = 24

Any other Remarks _____

Signature: [Signature]

HOD Name: Prof. M.S. Faras



Principal & Registrar Appraisal Sheet

Part-C

(To be filled by Staff)

Name of the College: DY Patil Technical Campus, Talasande

Name of Staff Mr. Tanveer S. Bijali Department: Mechanical

(For Office Use Only)

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

1. No of leaves taken in the Year (To be filled by Registrar Only)	CL	ML	OD	C/Off	Total
	05		16.5	8.5	30
Out of	12	-	-	-	-
2. No of Late Remarks in the Year (To be filled by Registrar Only)	04				
3. Involvement in college development (To be filled by Principal Only)	25	20	15	10	5
	23				
4. Total Actual Working Days for the current academic year	196				
Total Score out of (25) = 23					

Any other Feedback by Registrar

Any other Feedback by Principal



Registrar Name: Bhagaji P.M

Principal Name: Dr. S.R. Pawasikar

Signature: [Signature]

Signature: [Signature]
23/5/23

NT 1103

PERFORMANCE APPRAISAL FOR STAFF
(Non - Teaching)
Part - A - Self Appraisal
Academic Year 2022-23



1. Name of the College: D.Y. Patil Technical Campus, Talsande
2. Department: Mechanical Engineering
3. Name of Staff: Mr. Tanveer Sikandar Bijali
4. Date of Birth: 09 / 07 / 1988 Age: 34 Remaining Years For Retirement : _____
5. Date of Joining this Institute: 04 Aug 2017 No of Years : 5 years 10 months
6. Contact No: 7972785527 Designation Instructor
7. Emergency Contact No: 7507016063 Name Mr. Sikandar M. Bijali
8. Type of Appointment : Regular / Adhoc / Contract Basis / Daily Wages Adhoc
9. Current Gross Salary : 14500/- Aadhaar Card No: 707758326823
10. Religion : Islam Caste : Muslim (OBC)
11. Address : ALP: Kini, Tal:- Hatkanangle. Kolhapur. Pin Code: 416212
12. Name of Constituency: Hatkanangle
13. Reference Name -: _____ Contact No: _____

14. Educational Qualification:

Sr No	Level	Year of passing	Name of College / University	Percentage of Marks
1	SSC	2003	Kini Highschool Kini	53.60%
2	HSC	2005	Parashar Ja. college, Pargam.	43.50%
3	Diploma	2009	MSBTE	60.00%
4	Final Year (Graduation)			
5	Post-Graduation			
	Other Qualification If Any		(BCA) Appearing Shivaji University	—



15. Job roles assigned to you: (Please mention in brief)

1. Machine Shop Instructor [conduct Practicals for
2. B.Tech Engineering / Polytechnic / ATU / B.Tech Agri.]
3. Conduct Practicals on CNC Machine.
4. Maintain Departmental Data & Records.
5. All Department works.
6. Shivaji University Exam. at DYPTC
7. Admission Work.
8. Office Work.
9. Maintain All machinery (conventional & Non conventional)
10. at Machine Shop & maintain Dead stock register,
11. consumeable register, Bill files etc.
12. TO complete all tasks given by Director Sir, Registrar Sir,
13. and HOD Sir.
- 14.
- 15.

16. Since when are you working in the same profile? Date 04 Aug. Year 2017

17. Your immediate reporting head?

Name: Mr M. S. Faras

Designation: Incharge HOD.

18. Name the committees in which you are working :

LIC Committee , MSBTE Committee , COA Committee [Agriculture]
Agriculture college committee [Rajawade University]
AICTE committee [at Kasba Bawada Dead stock writing]



19. Any specific problem you have solved:

1103

The C++ Programme was not running & the machine was not running properly, turned it on and now programme run & machine also run.

20. Your contribution to the institutional development:

- Admission Work in Shiksha - Islampur - Ashra Region
- 'NAAC' Perception work (Result Analysis)

21. Any other achievement you want to claim for the year 2022-23:

—

Place Talsande

Date: 22/05/2023

Deenveer

Signature



Self-Appraisal

Name: Mr. Tanveer Sikandar Bijali

Date of Joining: 04 Aug. 2017 No of Years: 5 Year 10 Months.

Designation On Joining: Instructor Salary: 12000/-

Last Increment / Promotion:

Date: January Year: 2022

Designation: Instructor Current Salary: 14500/-

Self-Analysis:

Strength: _____

• I am a self-motivated and hard working person.

• I will do work with 100% dedication. &

Weakness: _____

• Overthinking & tension over small things.

Short Term Goal: _____

• Now; BCA appearing & complete in next 2 years.

Long Term Goal: (with respect to development of Institution)

to complete MCA in next 4-5 years.



Immediate H O D Appraisal Sheet**Part-B****(To be filled by Staff)**

Name of the College: DY Patil Technical Campus, Talsande
 Name of Staff Mr. Tanvire S. Bijali Department: Mechanical
 Name of HOD: Mr. M.S. Faras

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding
 0-5 6-10 11-15 16-20 Above 20

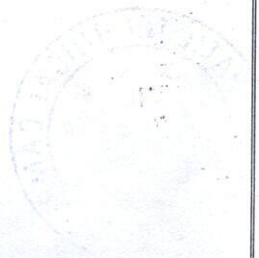
Parameters	5	4	3	2	1
1. Punctuality	✓				
2. Timely Completion of Work	✓				
3. Behavior with other employees	✓				
4. Knowledge of the area		✓			
5. Contribution to the institutional development	✓				

Total Score out of (25) = 24

Any other Remarks _____

HOD Name: Prof. M.S. Faras

Signature: 



Principal & Registrar Appraisal Sheet

Part-C

(To be filled by Staff)

Name of the College: DY Patil Technical Campus, Talsande

Name of Staff Mr. Tanveer S. Bijali Department: Mechanical

(For Office Use Only)

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

1. No of leaves taken in the Year (To be filled by Registrar Only)	CL	ML	OD	C/ Off	Total
	05		16.5	8.5	30
Out of	12	-	-	-	-
2. No of Late Remarks in the Year (To be filled by Registrar Only)	04				
3. Involvement in college development (To be filled by Principal Only)	25	20	15	10	5
	23				
4. Total Actual Working Days for the current academic year	196				

Total Score out of (25) = 23

Any other Feedback by Registrar

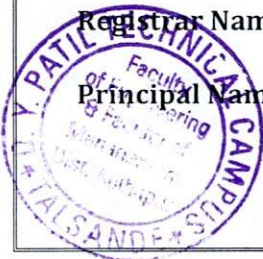
Any other Feedback by Principal

Registrar Name: Bhagaji P.M

Principal Name: Dr. S.R. Pawasikar

Signature: [Signature]

Signature: [Signature]
23/5/23



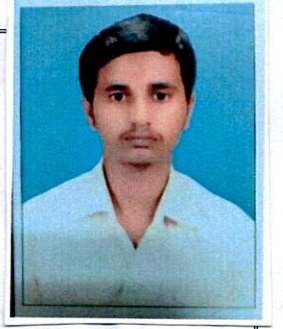
कर्मचाऱ्याच्या कामाचे मुल्यांकन NT -2140

(शिक्षकेतर कर्मचारी)

भाग - अ

स्वयं मुल्यांकन

शैक्षणिक वर्ष 2022-23



- महाविद्यालयाचे नाव: D.Y. Patil Technical campus, Talsande
- विभाग: M.B.A.
- कर्मचाऱ्याचे नाव: Mr. Jayesh Jaysing Patil
- पद: Peon
- जन्मतारीख: 24/11/1988 वय: 35
- नोकरीत रुजू झाल्याची तारीख: 14/06/2018 नोकरीची एकूण वर्षे: 25
- सेवानिवृत्तीचे वर्ष: 2048
- नियुक्तीचा प्रकार: रेग्युलर/अडॉक संपर्क क्रमांक: 7249371233
- इमर्जन्सी संपर्क क्र 9665060707 नाव Mr. Manjuti B. Patil
- सध्याचे वेतन: 8,000/- आधार कार्ड नं: 770715263947
- धर्म: Hindu जात: open
- पत्ता: A/P - Shahunagri 02, 17/02 Near ulape deiry main road, Kasba buwada. पिन कोड:
- मतदार संघ: Hatkangle
- नोकरीसाठी दिलेला संदर्भ: नाव: ① Hon. Rakesh Patil संपर्क क्र.: 8308365999
②
- शैक्षणिक पात्रता:

अ.क्र.	पातळी	उत्तीर्ण वर्ष	महाविद्यालय/ विद्यापीठ	गुण टक्केवारी	शेरा
1	एस. एस. सी	2014	S.S.C. Board	36%	
2	एस. एस. सी				
	पदवी				
	पदव्युत्तर पदवी				
	पदव्युत्तर पदवी				



16. कामाच्या जबाबदारीचे स्वरूप:

- ① To open classrooms & lab
- ② To circulate Notice
- ③ Departmental xerox
- ④ Supporting work to CAP & uni. Examination
- ⑤ Help to TPO Activities
- ⑥ cleaning & leaving of MBA department.

17. शिफ्टची वेळ

09.00 am to 4.00 Pm

तास

07 hours

18. संस्थेमध्ये या पदावर केव्हापासून कार्यरत आहात?: तारीख

14/06/2018

19. वरीष्ठाने नाव:

Mrs. Gunali D. Diwan

पद

MOD

20. यावर्षी एखादी समस्या सोडविण्यासाठी दिलेले योगदान- (2022-23)

21. संस्थेच्या विकासात दिलेले योगदान- (2022-23)

- ① Pamphlet Distribution at Examination centre
- ② CAP & Examination related work done

22. तुम्ही केलेली इतर महत्वाची कामगिरी- 2022-23



Jd:
स्वाक्षरी



विभाग प्रमुखांनी केलेले मुल्यांकन

2140

भाग- ब

महाविद्यालयाचे नाव : D.Y. Patil Technical Campus, Talsande

कर्मचार्याचे नाव: Mr. Jayesh J. Patil विभाग: MBA

विभागप्रमुखाचे नाव: Mrs. Gunali D. Diwan

योग्य पर्यायासमोर खूण करा:

1. अस्वीकार्य 2. सरासरीहून कमी 3. सरासरी 4. समाधानकारक 5. उत्तम

निकष	5	4	3	2	1
1. वक्तशीरपणा		✓			
2. वेळेत काम करण्याची क्षमता		✓			
3. इतर कर्मचार्यांसोबतची वर्तणूक		✓			
4. संबंधित विभागाचे ज्ञान		✓			
5. संस्थात्मक विकासातील योगदान		✓			

एकूण गुण (25 पैकी) = 20

शेरा : _____

विभाग प्रमुखाचे नाव: Ms. Gunali D. Diwan

स्वाक्षरी: Gunali



Principal & Registrar Appraisal Sheet

Part-C

(To be filled by Staff)

Name of the College: D.Y. Patil, Technical campus, Talsande

Name of Staff MR. Jayesh J. Patil Department: TNBA

(For Office Use Only)

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

1. No of leaves taken in the Year (To be filled by Registrar Only)	CL	ML	OD	C/ Off	Total
		12	-	05	06
Out of	12	-	-	-	
2. No of Late Remarks in the Year (To be filled by Registrar Only)	02				
3. Involvement in college development (To be filled by Principal Only)	25	20	15	10	5
		19			
4. Total Actual Working Days for the current academic year	192				

Total Score out of (25) = 19

Any other Feedback by Registrar

Any other Feedback by Principal

Registrar Name:

Bhasaje P'm

Signature:

Bhasaje

Principal Name:

Dr S R Pawar

Signature:

Satish
23/5/23



T- 0242

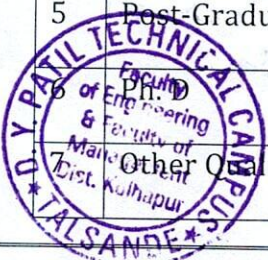
PERFORMANCE APPRAISAL FOR FACULTY
(Teaching)
Part - A- Self Appraisal
Academic Year 2022-23
(To be filled by Faculty)



- Name of the College: D.Y. Patil Technical Campus, Talsande.
- Department: General Engineering
- Name of Faculty: Ravindra Maruthi Galpute
- Date of Birth: 16/12/1990 Age: 32 Remaining Years For Retirement: 28
- Date of Joining this Institute: 25th Oct 2021 No of Years: 2 Years
- Contact No: 7066678707 Designation Asst. Professor
- Emergency Contact No: 7167939777 Name Self
- Type of Appointment: Regular / Adhoc / Contract Basis / Daily Wages Adhoc
- Current Gross Salary: 2,85,600/- Aadhaar Card No: 7650, 8750, 9158
- Religion: Hindu Caste: SC
- Address: K/P. Tisangi, Tal. G. Banda, Kolhapur Pin Code: 416206
- Name of Constituency: Agarbada, Tal. D.
- Reference Name -: Hon. Kataray Patil Sir Contact No: 8600105999

14. Educational Qualification:

Sr No	Level	Year of passing	Name of College / University	Percentage of Marks
1	SSC	2007	D.M.P college. Tisangi.	71.69%
2	HSC	2009	D.M.P. college. Tisangi.	74.17%
3	Diploma	2001	Rajapur college (B.Ed)	79.15%
4	Final Year (Graduation)	2015	D.D. Shinde Saakad college, Kolhapur.	69.17
5	Post-Graduation	2017	Shivaji university Kolhapur Department.	51.81%
	Other Qualification If Any	2021-22	Shivaji university, Kol.	Appear
			SET - SPPU - Pune -	May - 2018
			NET - UGC - Delhi -	July 2018



Details of Actual Academic Work Load:

Semester	Subject Taught	Class	No of Lectures Allotted Per Week	Taken	Practical Taken Per Week	Tutorial per week	Total Work Load Per Week
Sem - I	Professional Communication	Gen Eng	04	04	24	—	28
Sem - II	Professional Communication	Gen Eng.	04	04	24	—	28
	II						

Academic workload details of last one month: -

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Allotted	Taken	Allotted	Taken	Allotted	Taken	Allotted	Taken
February 2023	04	04			24	24	28	28

15. Are you registered for Ph.D. -

Yes / No

If Yes Give Details: Syllabus design of English Language betⁿ SUK & B.A.T university.

Year of Registration 2021-22

University shivaji university, Kolhapur.

Expected Time of Completion 1.5 year

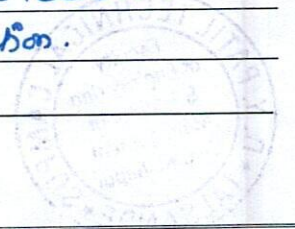
If No: _____ By When: _____

Any Specific Problem of student's solved or taken initiative to solve

- Personality development sessions for polytechnic students.

- Mediation sessions for 'degree' students (while lecture)

- Working on 'Youth depression solve' for Institution.



Any innovative idea introduced

0242

Papers Published

- shivaji university Kolhapur . self instructional material unit -
M.A. part. II . British Women Writers.
'Coxed her face by P.D. James. - 2019.

Contribution to industrial development, seminars, etc.

Membership or Fellowship of Professional bodies

- secretary 'Repair Maintenance & Housekeeping bodies' (institute)

Any other Achievement, which you want to claim

SET - State Eligibility test - May - 2018

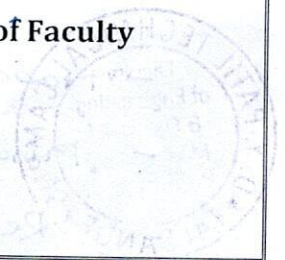
NET - National Eligibility test - July - 2018

'Mindset' book publication : ISBN - 9781357012947

Place: Talsande

Date: 25th May 2023

Signature of Faculty



Self-Appraisal

Name: Ravindra Manoj Satpute

Date of Joining: 25th Oct 2021

No of Years: 2 years

Designation On Joining: Asst. professor

Salary: 23,800/-

Last Increment / Promotion:

Date: _____ Year: _____

Designation: _____ Current Salary: _____

Self-Analysis:

Strength: -

- motivational training.
- positivity
- political study - (Maharashtra)
- Public Network strong.

Weakness: _____

- short tempered.
- Emotional
- over confident

Short Term Goal: _____

- Social foundation - 'DATA'
- Advocate degree after 'P. Bd'
- motivational training academy.
- rajhi - Language learning Academy.

Long Term Goal: (with respect to development of Institution)

National level foundation 'DATA' for needy people.
Mand training programme Academy, national level.
Representative of society (institute) in shrivesi university, etc.



0242

H O D Appraisal SheetPart-B

(To be filled by Faculty)

Name of the College: D.Y. Patil Technical Campus, Talasande.Name of Faculty Ravindra Maruti Satpute Department: General Engineering.Name of HOD: Prof. Kedar Sahaseabudhe

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

Parameters	5	4	3	2	1
1. Quality of Course File			✓		
2. Regularity in maintaining academic diaries			✓		
3. Punctuality		✓			
4. Involvement in Developmental work			✓		
5. Involvement in laboratory development		✓			

Total Score out of (25) = 17

Academic workload details of last one month: - February 2023

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Alloted	Taken	Alloted	Taken	Alloted	Taken	Alloted	Taken
February 2023	4	4			24	24	28	28

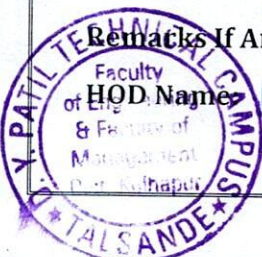
Remarks If Any:

Above Average.

HOD Name:

Mr. K. K. Sahaseabudhe

Signature:

[Signature]
22/5/2023

Principal & Registrar Appraisal Sheet

Part-C

(To be filled by Faculty)

Name of the College: D. Y. Patil Technical Campus, Talsande.

Name of Faculty Ravindra M. Satpute Department: General Engineering

(For Office Use Only)

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

1. No of leaves taken in the Year (To be filled by Registrar Only)	CL	ML	OD	C/ Off	Total
	11	—	13	03	27
Out of	12	—	—	—	—
2. No of Late Remarks in the Year (To be filled by Registrar Only)	01				
3. Involvement in college development (To be filled by Principal Only)	25	20	15	10	5
	18				
4. Total Actual Working Days for the current academic year	169.				

Total Score out of (25) = 18

Any other Feedback by Registrar

Any other Feedback by Principal



Registrar Name: Bhagji P.M.

Signature: [Signature]

Principal Name: Dr. S.R. Pawaskar

Signature: [Signature]
3/15/23

T- 0217

**PERFORMANCE APPRAISAL FOR FACULTY
(Teaching)**

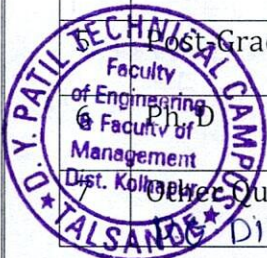
**Part - A- Self Appraisal
Academic Year 2022-23
(To be filled by Faculty)**



1. Name of the College: D.Y. Patil Technical Campus, Talsande.
2. Department: Civil Engineering Department
3. Name of Faculty: Mr. Kedar Shivaji Redekar
4. Date of Birth: 20/02/1991 Age: 32 Remaining Years For Retirement: 28 Years.
5. Date of Joining this Institute: 03/07/2014 No of Years: 09 years.
6. Contact No: 8805007272, 9370832925 Designation Head, Assit. Professor.
7. Emergency Contact No: 9922817979 Name Mr. Shivaji Maruti Redekar
8. Type of Appointment: Regular / Adhoc / Contract Basis / Daily Wages Adhoc
9. Current Gross Salary: 43000/- Aadhaar Card No: _____
10. Religion: Hindu Caste: Maratha.
11. Address: Kasbelkar Park, Laxtirth Vasahat Main Road, Kolhapur Pin Code: 416010
12. Name of Constituency: Kolhapur South
13. Reference Name -: _____ Contact No: _____

14. Educational Qualification:

Sr No	Level	Year of passing	Name of College / University	Percentage of Marks
1	SSC	2006	Maharashtra state Board, Pune.	65.75%
2	HSC	2008	Maharashtra state Board pune.	59.00 %
3	Diploma	-	-	-
4	Final Year (Graduation)	2012	Department of Technology Shivaji university	62.00 %
	Post-Graduation	2015	Department of Technology Shivaji university.	8.59 CGPA.
	Ph.D	Appearing	Sunrise university, Alwar	Persuing
	Other Qualification If Any	2021	Shivaji university	89.75 %
	Diploma in safety			



Details of Actual Academic Work Load:

Semester	Subject Taught	Class	No of Lectures Allotted Per Week	Taken	Practical Taken Per Week	Tutorial per week	Total Work Load Per Week
Sem - I	Environmental Engineering-I	T.Y Civil	03	-	06	-	09
	Building Planning & Design.	T.Y Civil	-	-	04	-	04
	Project	Final years	-	-	02	-	02
Sem - II	Environmental Engineering-II	T.Y. civil	04	-	04	-	08
	CAD	S.Y.	-	-	04	-	04
	Project	Final years	-	-	02	-	02

Academic workload details of last one month: -

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Allotted	Taken	Allotted	Taken	Allotted	Taken	Allotted	Taken
March 2023	EE 12	11					12	11
	CAD				10	10	10	10
	QOS				04	03	04	03

15. Are you registered for Ph.D. -

Yes / ~~No~~

If Yes Give Details: Ph.D in civil Engineering.

Year of Registration 2021

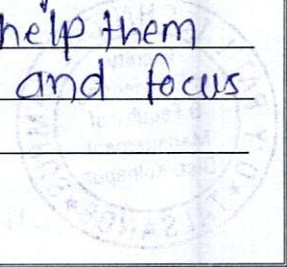
University Sunrise University, Alwar, Rajasthan.

Expected Time of Completion Two years

If No: _____ By When: _____

Any Specific Problem of student's solved or taken initiative to solve

students come with their financial, academic, personal problems, I try to boost their morale and help them as much as I can to solve their problems and focus their studies.



Any innovative idea introduced

0217

- Prepared self Assessment form and implemented it for students. that makes good continuous evaluation of students.
- Conventional method lead to repetition of same final year projects, to avoid such things we took topic from research paper site and started working on it. Because of that good projects were created.

Papers Published

- Experimental Analysis of thermal efficiency of engines using Kolhapur municipal solid waste.

Contribution to industrial development, seminars, etc.

- Green. Energy and Environmental Audit certificate work completed and get certificate for Technical campus.
- More than ten visit are arranged in this academic year for industrial dev.
- frequently guest, Expert talk, Seminar has been arranged in department for student development.

Membership or Fellowship of Professional bodies

- ISTE life membership

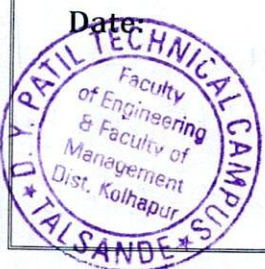
Any other Achievement, which you want to claim

Appreciation letter received from D.Y. Patil blood bank for organisation blood donation camp, also Appreciation letter received from Talsande, Chavare, Nandwal village Grampanchayat for conduction of different NSS drives.

Place: Kolhapur.

Date:


Signature of Faculty



Self-Appraisal

Name: Mr. Kedar Shivaji Redekar

Date of Joining: 03/07/2014 No of Years: 09 years

Designation On Joining: Assistant Professor Salary: 16,000/-

Last Increment / Promotion:

Date: 01/03/2023 Year: 2023

Designation: Inc. HoD (Assistant professor) Current Salary: 43,000/-

Self-Analysis:

Strength: I am honest, creative and always focused on my work.

- I am always ready to take new challenges and try to give my all energy for success of given multiple tasks.
- I have been spend most of available time to learn new things

Weakness: - Being responsible for all work & straight forward,
- During planning focusing on every aspect and small details.
- Being emotional and humble towards work.

Short Term Goal: To publish maximum number of research paper from students.

- To complete my ph.D. work.

- Improve admission of first year and Direct second civil Engineering

Long Term Goal: (with respect to development of Institution)

Emphasis on improving the quality for admission of talented students and bringing the name of the department into the limelight
To increase consultancy work and reachout various sections of the society.



H O D Appraisal Sheet

0217

Part-B

(To be filled by Faculty)

Name of the College: D.V. Patil Technical campus, Talsande

Name of Faculty Mr. Kedar Shivaji Redekar Department: Civil Engineering

Name of HOD: Mr. Kedar Shivaji Redekar (self)

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding
0-5 6-10 11-15 16-20 Above 20

Parameters	5	4	3	2	1
1. Quality of Course File	5				
2. Regularity in maintaining academic diaries	5				
3. Punctuality	5				
4. Involvement in Developmental work	5				
5. Involvement in laboratory development	5				

Total Score out of (25) = 25

Academic workload details of last one month: - February 2023

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Alloted	Taken	Alloted	Taken	Alloted	Taken	Alloted	Taken
February 2023	12	11			-	-	12	11
	-	-			10	10	10	10
	-	-			04	03	04	03

Remarks If Any :

HOD Name:

Mr. K.S. Redekar



Signature:

Kedar



Principal & Registrar Appraisal Sheet

Part-C

(To be filled by Faculty)

Name of the College: D.Y. Patil Technical Campus, Takande
Name of Faculty Mr. Kedark Shivaji Redekar Department: Civil Engineering

(For Office Use Only)

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

1. No of leaves taken in the Year (To be filled by Registrar Only)	CL	ML	OD	C/ Off	Total
	04	-	33.5	6.5	44
Out of	12	-	-	-	-
2. No of Late Remarks in the Year (To be filled by Registrar Only)	08				
3. Involvement in college development (To be filled by Principal Only)	25	20	15	10	5
	24				
4. Total Actual Working Days for the current academic year	166				

Total Score out of (25) = 24

Any other Feedback by Registrar

Any other Feedback by Principal

Dedicated work



Registrar Name:

Bhagyee P. m

Signature:

[Handwritten Signature]

Principal Name:

Dr. S.R. Pawarolkar

Signature:

[Handwritten Signature]
23/05/23

T- 0209

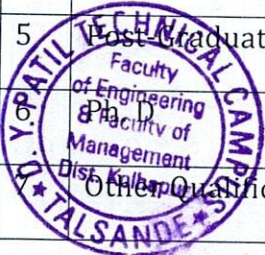
PERFORMANCE APPRAISAL FOR FACULTY
(Teaching)
Part - A- Self Appraisal
Academic Year 2022-23
(To be filled by Faculty)



- Name of the College: D.Y. Patil Technical Campus, Talsande
- Department: Civil Engineering
- Name of Faculty: Mitaali Jayant Gilbile
- Date of Birth: 15/06/1995 Age: 28 Remaining Years For Retirement: 30
- Date of Joining this Institute: 1st July 2017 No of Years: 5.8 years
- Contact No: 8149845343 Designation Assistant Professor
- Emergency Contact No: 8208270942 Name Dr. Shailaja J. Gilbile
8805782295
- Type of Appointment: Regular / Adhoc / Contract Basis / Daily Wages Adhoc
- Current Gross Salary: 29,800/- Aadhaar Card No: 894542338097
- Religion: Hindu Caste: Maratha.
- Address: 855/1, Sulekar Colony, Kasaba Bawada, Kolhapur. Pin Code: 416006
- Name of Constituency: Kolhapur North Constituency.
- Reference Name -: - Contact No: -

14. Educational Qualification:

Sr No	Level	Year of passing	Name of College / University	Percentage of Marks
1	SSC	2011	Maisaheb Bawadekar Highschool, Kolhapur	94.55%
2	HSC	2013	Vivekanand Jr. College, Kolhapur	82.50%
3	Diploma	-	-	-
4	Final Year (Graduation)	2017	Shivaji University, Kolhapur C DYP CET, Kolhapur	8 79.81%
5	Post-Graduation	2020	DBATU Lonere, P.V.P.I.T., Budhgaon	79.7% (7.97 CGPA)
	Other Qualification If Any	-	-	-



Details of Actual Academic Work Load:

Semester	Subject Taught	Class	No of Lectures Allotted Per Week	Taken	Practical Taken Per Week	Tutorial per week	Total Work Load Per Week
Sem - I	Design of concrete structures - I	BTech	04.	04	03 x 02 = 06	-	10
	Building planning & Design	T-4.	02	02	02 x 04 = 08	-	10
	-	-	-	-	-	-	-
Sem - II	Structural Mechanics	S-4.	04	04	-	-	04
	Theory of structures	T-4.	05	05	-	-	05
	Design of concrete structures - II	BTech	04.	04	02 x 02 = 04	-	08
	Project	BTech	-	-	01 x 02 = 02	-	02

Academic workload details of last one month: -

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Allotted	Taken	Allotted	Taken	Allotted	Taken	Allotted	Taken
February								
March 2023								
SM(S4)	11	15	-	-	-	-	11	15
TOS(T4)	13	14	-	-	-	-	13	14
DCS II (BTech)	10	11	-	-	03 (03 x 02)	03 (03 x 2)	16	17

15. Are you registered for Ph.D. -

Yes / No

If Yes Give Details: _____

Year of Registration _____

University _____

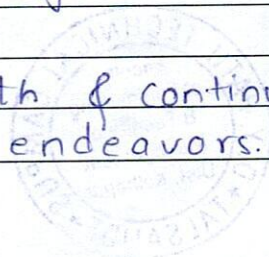
Expected Time of Completion _____

If No: _____ By When: June 2023

Any Specific Problem of student's solved or taken initiative to solve

1) I have conducted extra lectures for backlog subjects on
_____ and of students.

_____ supported students for professional growth & continued
_____ support & encouragement for academic endeavors.



Any innovative idea introduced

0209

- 1) Motivated students for competitive exam preparations & guided them for same.
- 2) Guided students for model making for my subjects.

Papers Published

- 1) A review on 'Comparative study on structural analysis & Design of PEB with CSB' ISSN: 2395-0056 (IRJET) Aug 2020
- 2) Research paper on 'Comparative study on structural analysis & Design of PEB with CSB' ISSN: 2582-3930 (IJREM) volume 04
- 3) Research paper on 'Comparative study on structural analysis & Design of PEB with CSB' ISSN: 2349-5162 (JETIR).
Contribution to industrial development, seminars, etc.

- 1) completed five day workshop on 'soft skill & Classroom teaching' by NITTR
- 2) NPTEL certification in 'Project Management' (Elite)
- 3) NPTEL certification in 'Intellectual Property Rights' (Elite)

Membership or Fellowship of Professional bodies

Any other Achievement, which you want to claim

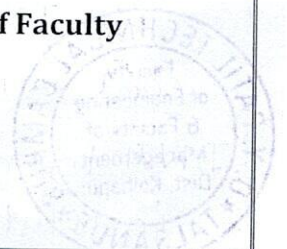
- 1) Secured first rank in college & third in university in BE.
- 2) secured first rank in college in MTech.

Place: Talsande

Date: 22/5/2023



J. Patil
Signature of Faculty



Self-Appraisal

Name: Miss. Mitaali Jayant Gilbile

Date of Joining: 1st July 2017 No of Years: 5 years 10 months

Designation On Joining: Lecturer Salary: 11,800/-

Last Increment / Promotion:

Date: February Year: 2022

Designation: Assistant Professor Current Salary: 29,800/-

Self-Analysis:

Strength: 1) Patience 6) Polite nature

2) Strong Technical knowledge 7) Good listener

3) Problem solving abilities 8) Adaptive to new

4) Punctuality technology.

5) Passion for teaching

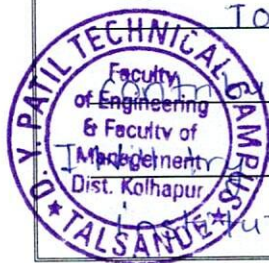
Weakness: 1) Introvert

2) Emotional

Short Term Goal: 1) To get admission for PhD in a reputed
university

2) To adopt new technology for better teaching
skills.

Long Term Goal: (with respect to development of Institution)
To utilize my knowledge & skills that can
contribute to the success of the students & institution,
and devote my best for recognition & accreditation of
institution.



H O D Appraisal Sheet

0209

Part-B

(To be filled by Faculty)

Name of the College: D.Y. Patil Technical Campus, Talsande
Name of Faculty Miss. Mitaali J. Gilbile Department: Civil Department
Name of HOD: Mr. Kedar S. Redekar

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding
0-5 6-10 11-15 16-20 Above 20

Parameters	5	4	3	2	1
1. Quality of Course File	5				
2. Regularity in maintaining academic diaries	5				
3. Punctuality	5				
4. Involvement in Developmental work	5				
5. Involvement in laboratory development	5				

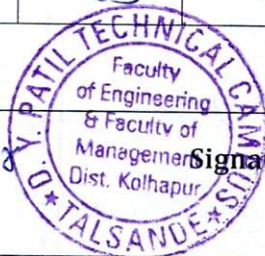
Total Score out of (25) = 25

Academic workload details of last one month: - February 2023

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Alloted	Taken	Alloted	Taken	Alloted	Taken	Alloted	Taken
February								
2023	SM 11	15	-	-	-	-	11	15
	TDS 13	14					13	14
	DCS-II 10	11			03	03	16	17

Remarks If Any: Excellent in work

HOD Name: Mr. Kedar Shivaji Redekar



Signature: Kedar

Principal & Registrar Appraisal Sheet

Part-C

(To be filled by Faculty)

Name of the College: D.Y. Patil Technical Campus, Talsande
Name of Faculty Miss. Mitaali J. Gilbile Department: Civil Engineering

(For Office Use Only)

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding
0-5 6-10 11-15 16-20 Above 20

	CL	ML	OD	C/ Off	Total
1. No of leaves taken in the Year (To be filled by Registrar Only)	11	-	7	-	18
Out of	12	-	-	-	
2. No of Late Remarks in the Year (To be filled by Registrar Only)	0)				
3. Involvement in college development (To be filled by Principal Only)	25	20	15	10	5
	21				
4. Total Actual Working Days for the current academic year	177.5				

Total Score out of (25) = 21

Any other Feedback by Registrar

—

Any other Feedback by Principal

—



Registrar Name: Bhagyaj Pm

Signature: [Signature]

Principal Name: Dr. S.R. Pawankar

Signature: Satiw
23/5/23

T- 0218

**PERFORMANCE APPRAISAL FOR FACULTY
(Teaching)**

**Part - A- Self Appraisal
Academic Year 2022-23
(To be filled by Faculty)**



1. Name of the College: D.Y. Patil Technical Campus Talsande, Kolhapur.
2. Department: Computer Science & Engineering.
3. Name of Faculty: Mr. Umesh Anandao Patil
4. Date of Birth: 04/06/1989 Age: 34 Remaining Years For Retirement: 26
5. Date of Joining this Institute: 21 July 2011 No of Years: 12
6. Contact No: 9405558821 Designation Asst Prof & HOD.
7. Emergency Contact No: 9158241947 Name Suman A. Patil
8. Type of Appointment: Regular / Adhoc / Contract Basis / Daily Wages Adhoc
9. Current Gross Salary: 52000/- Aadhaar Card No: 840846881051
10. Religion: Hindu Caste: Maratha
11. Address: ALP- Madilage Khurd, Tal- Bhudargad. Pin Code: 416209
12. Name of Constituency: Ajara- Bhudargad- Redhanagari
13. Reference Name -: Hon. Pauthvijay S. Patil Sahab Contact No: 9764295999

14. Educational Qualification:

Sr No	Level	Year of passing	Name of College / University	Percentage of Marks
1	SSC	2004	Maharashtra State Board Pune.	84.53
2	H S C	2006	Maharashtra State Board Pune.	64.50
3	Diploma	NA	NA	NA
4	Final Year (Graduation)	2011	Shivaji University Kolhapur	73.73
	Post-Graduation	2016	Shivaji University Kolhapur	65.00
	(Registered in	2019)	Shivaji University Kolhapur	Registered
	Other Qualification If Any	2019	Shivaji University Kolhapur	61.91
	MBA (HRM & FM)			



Details of Actual Academic Work Load:

Semester	Subject Taught	Class	No of Lectures Allotted Per Week	Taken	Practical Taken Per Week	Tutorial per week	Total Work Load Per Week
Sem - I	DMS	SY-A	3	58	-	3	6
	DMS	SY-B	3	72	-	3	6
	Computer Algorithms	TY	4	60	-	2	6
	Project-I	BTech	-	150	2x2	-	4
Sem - II	AT	SY-A	3	38	-	-	3
	AT	SY-B	3	41	-	-	3
	OS-I	SY-A	3	30	-	-	3
	OS-I	SY-B	3	30	-	-	3
	Min Project	SY-B	-	-	3x2	-	6
	ML	TY	3	38	-	-	3
	DSMP	TY	-	-	2x2	-	4
Project - I	BTech	-	-	2x2	-	4	

Academic workload details of last one month: -

177

26

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Allotted	Taken	Allotted	Taken	Allotted	Taken	Allotted	Taken
13 February 2023 to 28 Feb 2023	18	16	-	-	12	12	30	28

15. Are you registered for Ph.D. -

Yes / No

If Yes Give Details: Branch - CSE

Year of Registration 2019/2020

University Shriji University Kolhapur

Expected Time of Completion 1 Year. (by 2024)

If No: - By When: -

Any Specific Problem of student's solved or taken initiative to solve

1) Aptitude Training to enhance skill for placement
 Programming Training to enhance student
 Soft Skill Training



Any innovative idea introduced

0218

- Slow Learner & Advanced Learners experiment on SY BTech CSE for 2022/2023
- Programming club
- Aptitude & Skill development of students by one to one mentoring. - Admission work.

Papers Published

International Paper Published - 2015 - 01 Paper
2016 - 6 Papers. 2017 - 04 Papers.
2020 - 1 Paper. 2021 - 04 Papers
2022 - 2 Papers 2023 - 10 Papers.
Total :- 28 Papers in International publications

Contribution to industrial development, seminars, etc.

- 1) Syllabus Setup - 6 2) AISHE - 14 3) SRPD - 1
- 4) STTP - 3 5) AICTE Refresher - 4 6) NAAC - 1
- 7) FDP - 2 8) National Conference - 4
- 9) Govt of India Ministry of Education CS - 3 observer
- 10) NIRF Coordinator 11) AISHE. Nodal officer - 12 years.

Membership or Fellowship of Professional bodies

ISTE Lifetime Member. LM - 135388
IAENG Lifetime member 193604.

Any other Achievement, which you want to claim

- For last 12 years we have 12 University Rankers in final year Computer Science & Engg Engm. conducted by Shivaji University Kolhapur.
- More than 90% students are placed in good company
- More than 95% Result

Place: Talsande

Date: 22/5/2023

Signature of Faculty



Self-Appraisal

Name: Patil Umesh Anandrao

Date of Joining: 21/7/2011 No of Years: 12

Designation On Joining: Assistant Professor Salary: 12000/-

Last Increment / Promotion:

Date: 1/2/2023 Year: 2023

Designation: Asst Prof & HOD Current Salary: 52000/-

Self-Analysis:

Strength: 1) Dedicated towards work 2) Hard Working
3) Good interpersonal skill 4) Motivating students
5) Good Mathematical & logical skill
6) Dedicated 7) Disciplined 8) Spending time
on students development after college hrs also. Etc

Weakness: Honesty

Short Term Goal: - Complete PhD in Coming 1 Year.
- College NAAC Work
- At least 3 University Rankers in 2023
Shivaji University Examination

Long Term Goal: (with respect to development of Institution) :- 1) To start

2) Competitive Exam active center at DYPTC
3) Sponsorship projects from industry
4) Patent & Publication work 5) NIRF ranking in top 100
6) Shivaji University permanent Affiliation



H O D Appraisal Sheet

0218

Part-B

(To be filled by Faculty)

Name of the College: D.Y. Patil Technical Campus Talasande Kolhapur.
Name of Faculty: Patil Umesh Anandao Department: Computer Science & Engineering
Name of HOD: Patil Umesh Anandao

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding
0-5 6-10 11-15 16-20 Above 20

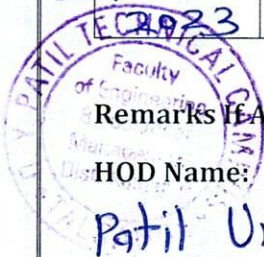
Parameters	5	4	3	2	1
1. Quality of Course File	✓				
2. Regularity in maintaining academic diaries	✓				
3. Punctuality	✓				
4. Involvement in Developmental work	✓				
5. Involvement in laboratory development	✓				

Total Score out of (25) = 25

Academic workload details of last one month: - February 2023

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Alloted	Taken	Alloted	Taken	Alloted	Taken	Alloted	Taken
13 th February 2023								
to 28 Feb 2023	18	16	-	-	12	12	30	28

Remarks If Any: Excellent work contribution among all fields of college. Signature: [Signature]
HOD Name: Patil Umesh Anandao



Principal & Registrar Appraisal Sheet

Part-C

(To be filled by Faculty)

Name of the College: D.Y. Patil Technical Campus Talsande.

Name of Faculty Patil Umesh Anandrao Department: CSE

(For Office Use Only)

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

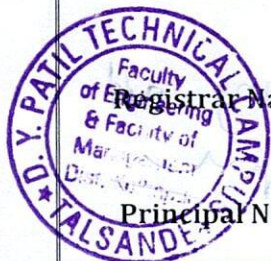
1. No of leaves taken in the Year (To be filled by Registrar Only)	CL	ML	OD	C/ Off	Total
	09	-	13.5	09	31.5
Out of	12				
2. No of Late Remarks in the Year (To be filled by Registrar Only)	12				
3. Involvement in college development (To be filled by Principal Only)	25	20	15	10	5
	24				
4. Total Actual Working Days for the current academic year	200.5				

Total Score out of (25) = **24**

Any other Feedback by Registrar

Any other Feedback by Principal

Hard working & Dedication



Registrar Name: Bhagyee P. M.

Signature: [Signature]

Principal Name: Dr. S. R. Pawaskar

Signature: [Signature]
23/5/23

T- 0220

PERFORMANCE APPRAISAL FOR FACULTY
(Teaching)

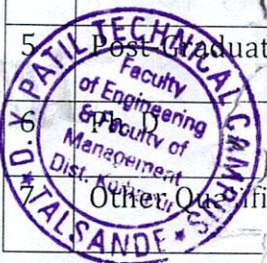
Part - A- Self Appraisal
Academic Year 2022-23
(To be filled by Faculty)



- Name of the College: D.Y. Patil Technical campus faculty of engg. & faculty of Management Talsande
- Department: Computer Science & Engineering
- Name of Faculty: Ms. Swati Mahadev More
- Date of Birth: 21/01/1991 Age: 32 Remaining Years For Retirement: 28
- Date of Joining this Institute: 11/02/2020 No of Years: 3 Years 3 Month
- Contact No: 9975099955, 8530490460 Designation Assistant Professor
- Emergency Contact No: 9975099955 Name Amol B. Rabade
- Type of Appointment : Regular / Adhoc / Contract Basis / Daily Wages Adhoc
- Current Gross Salary : 36000/- Aadhaar Card No: 590502098102
- Religion : Indian Caste : Maratha
- Address : Shingaze Galli, Near chawadi bhag A/P-Kodoli, Tal- Panhala, Dist. Kolhapur Pin Code: 416114
- Name of Constituency: Panhala-shahuwadi
- Reference Name -: Shivaji Patil, Yevduj Contact No: 9421100213

14. Educational Qualification:

Sr No	Level	Year of passing	Name of College / University	Percentage of Marks
1	SSC	2006	Maharashtra state Board	76.00
2	HSC	2008	Maharashtra state Board	69.67
3	Diploma	—	—	—
4	Final Year (Graduation)	2012	Shivaji University	72.93
5	Post Graduation	2019	DBATU, Lonere	7.05
	Other Qualification If Any	—	—	—



Details of Actual Academic Work Load:

Semester	Subject Taught	Class	No of Lectures Allotted Per Week	Taken	Practical Taken Per Week	Tutorial per week	Total Work Load Per Week
Sem - I	Computer Network-I	SY(A)	03	57	3x2hrs	-	09
	CN - I	SY(B)	03	90	3x2hrs	-	09
	Advance Database System	B.Tech	03	45	2x2hrs	-	07
	Information Security	TY		09			
Sem - II	CN II	SY(A)	03	46	3x2hrs		09
	CN - II	SY(B)	03	45	3x2hrs		09
	Professional Skill	B.Tech	-	-	-	1hrs x 2	02
	Cyber security	TY	03	29			03

Academic workload details of last one month: -

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Allotted	Taken	Allotted	Taken	Allotted	Taken	Allotted	Taken
February 2023	36	33	02	02	24	24	62	59

15. Are you registered for Ph.D. -

Yes / No

If Yes Give Details: _____

Year of Registration _____

University _____

Expected Time of Completion _____

If No: _____ By When: Academic Year 2023 - 24

Any Specific Problem of student's solved or taken initiative to solve

Initiative taken for B.Tech students to enhance their professional & technical skill by using online platforms like Coursera, Udemy, coursera etc & promote students to complete certification courses.



Any innovative idea introduced

Papers Published

01

Contribution to industrial development, seminars, etc.

- i) Participated in 2 days STTP on 'DATA ANALYTICS' held during 9-08-2022-10-08
- ii) One week STTP on 'Machine Learning' held during 12-02-22 organized by JTM
- iii) FDP on "Cyber security" held during 24-03-2022 & 25-03-2022 organized by BMP
- iv) FDP on "Advanced SQL & NoSQL databases" organized by BVCOE, Kolhapur
- v) FDP on Advance concept on Networking & Linux held at E & JET Academy
ITT, Kanpur

Membership or Fellowship of Professional bodies

Any other Achievement, which you want to claim

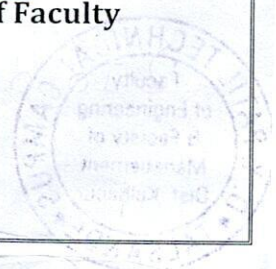
Placements	AY - 2020-21	-	10 students
	AY - 2021-22	-	7 students
	AY - 2022-23	-	13 students

Place: Talsande

Date: 22/05/2023



Smm
Signature of Faculty



Self-Appraisal

Name: Ms. Swati Mahadev More

Date of Joining: 11/2/2020 No of Years: 3 years 3 Month

Designation On Joining: Assistant Professor Salary: _____

Last Increment / Promotion:

Date: September Year: 2022

Designation: Assistant Professor Current Salary: 36,000/-

Self-Analysis:

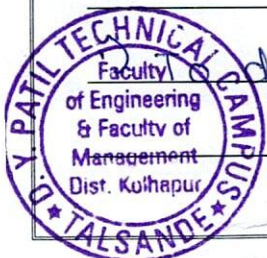
Strength: Team work, systematic working approach,
Positive attitude, Time bound & sincere
approach to developments.

Weakness: _____

Short Term Goal: i) To register for Ph. D
ii) To publish paper in scopus indexed Journals

Long Term Goal: (with respect to development of Institution)

develop department as research center



0220

H O D Appraisal SheetPart-B**(To be filled by Faculty)**

Name of the College: D. Y. Patil Technical campus faculty of engg. & faculty of management, Talsande
 Name of Faculty Ms. Swati M. More Department: Computer Science & engineering
 Name of HOD: Mr. Umesh A. Patil

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

Parameters	5	4	3	2	1
1. Quality of Course File		✓			
2. Regularity in maintaining academic diaries		✓			
3. Punctuality	✓				
4. Involvement in Developmental work	✓				
5. Involvement in laboratory development	✓				

Total Score out of (25) = 23

Academic workload details of last one month: - February 2023

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Alloted	Taken	Alloted	Taken	Alloted	Taken	Alloted	Taken
February 2023	36	33	2	2	24	24	62	59

Remarks If Any: Sincere & Dedicated towards work.

HOD Name:

Umesh A.

Signature:

Umesh A.

Principal & Registrar Appraisal Sheet

Part-C

(To be filled by Faculty)

Name of the College: D.Y. Patil Technical Campus faculty of engg. faculty of Management, Talsande
 Name of Faculty Ms. Swati Mahadev More Department: computer science & Engineering

(For Office Use Only)

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

	CL	ML	OD	C/Off	Total
1. No of leaves taken in the Year (To be filled by Registrar Only)					
	09	-	2	03	14
Out of	12	-	-	-	-
2. No of Late Remarks in the Year (To be filled by Registrar Only)	02				
3. Involvement in college development (To be filled by Principal Only)	25	20	15	10	5
4. Total Actual Working Days for the current academic year	193.				

Total Score out of (25) = 19

Any other Feedback by Registrar

Any other Feedback by Principal



Registrar Name: Bhagure P.M.

Signature: [Signature]

Principal Name: Dr. S.R. Pawaskar

Signature: [Signature]

T- 0228

PERFORMANCE APPRAISAL FOR FACULTY
(Teaching)

Part - A- Self Appraisal
Academic Year 2022-23
(To be filled by Faculty)



- Name of the College: D.Y. Patil Technical Campus, Faculty of Engg. & Mgmt. Talsande.
- Department: Electrical Engineering
- Name of Faculty: Mr. Mohasin Shafiahamad Bijali
- Date of Birth: 11 /03 /1986 Age: 37 Remaining Years For Retirement : 23
- Date of Joining this Institute: 13/08/2013 No of Years : 10
- Contact No: 8329798890 Designation I/c HOD/Assist. proff.
- Emergency Contact No: 9167755668 Name Mr. Latif S. Bijali
- Type of Appointment : Regular / Adhoc / Contract Basis / Daily Wages Adhoc
- Current Gross Salary : 44,000/- Aadhaar Card No: 928838551033
- Religion : Islam Caste : Muslim
- Address : A/P - Kini, Tal-Hatkanangale, Dist-Kolhapur Pin Code: 416112
- Name of Constituency: Hatkanangale
- Reference Name :- - Contact No: -

14. Educational Qualification:

Sr No	Level	Year of passing	Name of College / University	Percentage of Marks
1	SSC	2001	Kini Highschool, Kini	71.73
2	HSC	-	-	-
3	Diploma	2006	Government polytech- nic, Kolhapur	60.00
4	Final Year (Graduation)	2011	ADCEET, Ashta. Shiraji University, Kop	71.94
5	Post-Graduation	2016	Fabtech Tech. Campus, Sangola, Solapur Uni.	78.04
6	Ph.D			
7	Other Qualification If Any			



Details of Actual Academic Work Load:

Semester	Subject Taught	Class	No of Lectures Allotted Per Week	Taken	Practical Taken Per Week	Tutorial per week	Total Work Load Per Week
Sem - I Sem-VII	Basic Elect. Engg	F.Y.	03	41	03	—	09
	FACTS	Final Year	03	34	—	—	03
	Project-phase-I	Final Year	—	—	04	—	04
Sem - II Sem-IV	Basic Elect Engg	F.Y	03	04	03	—	09
	Power system - I	S.Y.	03	37	03	—	09
	Project-phase-II	Final year	04	—	04	—	04

Academic workload details of last one month: -

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Allotted	Taken	Allotted	Taken	Allotted	Taken	Allotted	Taken
February March 2023	11	13	—	—	12	11	23	24

15. Are you registered for Ph.D. -

Yes / No

If Yes Give Details: _____

Year of Registration _____

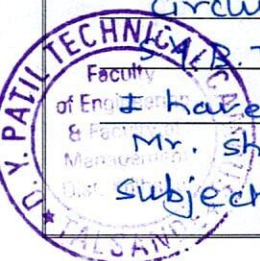
University _____

Expected Time of Completion 2026-27

If No: _____ By When: _____

Any Specific Problem of student's solved or taken initiative to solve

S.Y. B.Tech Electrical students last sem result of Basic Circuit theory has been very poor. All the students of B.Tech were in pressure because of BCT subject. I have taken initiative to re-teach this subject to student. Mr. Shoab Tamboli sir & Mr. Sagar Patil sir taught whole subject again to student.



Any innovative idea introduced

0228

- Work in progress on Auto-filling ink in White Board Markers.
- Digital Black Board in class room.

Papers Published

- PWM Controlled PMDC Motor Drive using Microcontroller for Tread-mills.
- Performance & Analysis of single-phase Inverter fed I.M.
- Modified Coupled Inductor single stage boost Inverter based PV system
- Modeling & circuit based simulation of P.V. Array
- Transformer real time Health monitoring by using IoT
- Auto phase selector

Contribution to industrial development, seminars, etc.

- Taken 4 months training in Yash Automation, Mumbai and Pejawar Electronics, Mumbai, (Personally)
- To minimize the gap betn Industry and Institute we have conducted 60hrs workshop on PLC & SCADA Technology for our T.Y.B.Tech & Final Year student.

Membership or Fellowship of Professional bodies

- Life Membership - Indian society for Technical Education
- LM 87496

Any other Achievement, which you want to claim

NETTTR [FDP] courses completed for self development
Total FDP count - 5

Place: Talsande

Date: 22/05/2023




Signature of Faculty

Self-Appraisal

Name: Mr. Mohasin Shafiahamad Bijali

Date of Joining: 13/08/2013 No of Years: 10

Designation On Joining: Asst. Professor Salary: 12,000/-

Last Increment / Promotion:

Date: Feb, 2022 Year: 2022

Designation: I/C HOD, Asst. Professor Current Salary: 44,000/-

Self-Analysis:

Strength: - Honest in work
- Good Teaching skill
- Flexible in work
- Able to lead
- Passionate & positive

Weakness: - Insecure
- Sensitive. / Emotional
- Too much pressure taken of work

Short Term Goal: Within one month take admission in
PHD, Also participate in self development
training programs, seminars, webinars & FDP
programs.

Long Term Goal: (with respect to development of Institution)

Complete PHD in AY 2026-27
every department ↑ Student should get offer in
hand while leaving the final year.



H O D Appraisal Sheet

0228

Part-B

(To be filled by Faculty)

Name of the College: D.Y. Patil Technical Campus, Faculty of Engg & mgnt. Talsande

Name of Faculty Mr. Mohasin shafiahamad Bijali Department: Electrical Engg.

Name of HOD: Mr. Mohasin S. Bijali

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

Parameters	5	4	3	2	1
1. Quality of Course File		✓			
2. Regularity in maintaining academic diaries		✓			
3. Punctuality	✓				
4. Involvement in Developmental work	✓				
5. Involvement in laboratory development	✓				

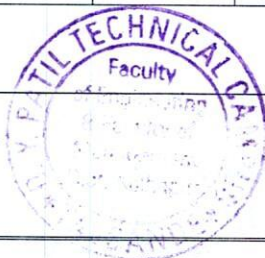
Total Score out of (25) = 23

Academic workload details of last one month: - February 2023

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Alloted	Taken	Alloted	Taken	Alloted	Taken	Alloted	Taken
February March 2023	11	13	-	-	12	11	23	24

Remarks If Any :

HOD Name: Mr. M. S. Bijali



Signature: [Signature]

22/05/2023

Principal & Registrar Appraisal Sheet

Part-C

(To be filled by Faculty)

Name of the College: D.Y. Patsi Technical Campus, Faculty of Engg & Mgmt, Talasari
Name of Faculty Mr. Mohasin Shafiahamad Bijali Department: Electrical Engg.

(For Office Use Only)

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

	CL	ML	OD	C/ Off	Total
1. No of leaves taken in the Year (To be filled by Registrar Only)	01	-	4.5	04	19.5
Out of	12	-	-	-	-
2. No of Late Remarks in the Year (To be filled by Registrar Only)	11				
3. Involvement in college development (To be filled by Principal Only)	25	20	15	10	5
	24				
4. Total Actual Working Days for the current academic year	207.5				

Total Score out of (25) = 24

Any other Feedback by Registrar

Any other Feedback by Principal

Dedicated staff



Registrar Name: Bhagyee Pm

Signature: [Signature]

Principal Name: Dr. S.R. Pawaskar

Signature: [Signature]
23/1/23

T- 0231

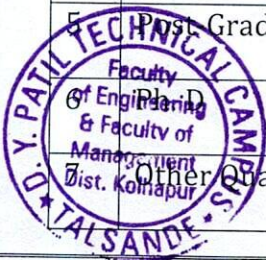
**PERFORMANCE APPRAISAL FOR FACULTY
(Teaching)
Part - A- Self Appraisal
Academic Year 2022-23
(To be filled by Faculty)**



1. Name of the College: D.Y. Patil Technical Campus, Talsande, Kolhapur.
2. Department: Electrical Engineering
3. Name of Faculty: Mr. Gaurav Ashok Bongale.
4. Date of Birth: 13/10/1987 Age: 36 Remaining Years For Retirement: 24
5. Date of Joining this Institute: 13th August 2013 No of Years: 10 Yrs
6. Contact No: 7709725013/8329501542 Designation Assistant professor
7. Emergency Contact No: 9766770553 Name Archana Ashok Bongale.
8. Type of Appointment : Regular / Adhoc / Contract Basis / Daily Wages Adhoc
9. Current Gross Salary : 41,000/- Aadhaar Card No: 3116 1445 5149
10. Religion : Hindu Caste : Namdev-shimpi (153)
11. Address : 1980 'D' Ward shaniwar peth, Kolhapur Pin Code: 416002
12. Name of Constituency: Kolhapur- North
13. Reference Name :- - Contact No: -

14. Educational Qualification:

Sr No	Level	Year of passing	Name of College / University	Percentage of Marks
1	SSC	March 2003	Vidhyapeeth Highschool Kolhapur	55.20
2	HSC	Feb 2005	New college, Kolhapur	64.50
3	Diploma	Summer 2008	New polytechnic, Kolhapur	68.77
4	Final Year (Graduation)	May 2012	Bharkhi Vidhyapeeth's college OF Engg. Kolhapur	66.00
5	Post Graduation	August 2017	Ashokrao Mane Group of Institutions, Vathar, Kolhapur	65.77
	Other Qualification If Any	-	-	-



Details of Actual Academic Work Load:

Semester	Subject Taught	Class	No of Lectures Allotted Per Week	Taken	Practical Taken Per Week	Tutorial per week	Total Work Load Per Week
Sem-III	Analog Electronics	S.Y. B.Tech	04	32	06	-	10
Sem-IV	Industrial Elect Installation Esti. & Costing	T.Y. B.Tech	03	29	06	-	09
Sem-VII	Project-Phase-I	B.Tech	-	28	04	-	04
Sem-IV	Electromagnetics	S.Y B.Tech	03	45	-	01	04
Sem-VI	Electrical Drawing	T.Y B.Tech	03	33	06	-	09
Sem-VIII	Project phase II	B.Tech	-	18	04	-	04

Academic workload details of last one month: -

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Allotted	Taken	Allotted	Taken	Allotted	Taken	Allotted	Taken
February-March 2023	09	12	04	04	04	04	17	20
EME								
ED-I	12	11	-	-	04	04	16	15

15. Are you registered for Ph.D. -

Yes / No

If Yes Give Details: _____

Year of Registration _____

University _____

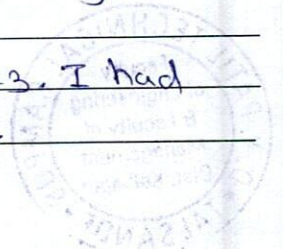
Expected Time of Completion 2026

If No: _____ By When: 2023-24

Any Specific Problem of student's solved or taken initiative to solve

- In Academic if there any doubts regarding any points, i try to resolved in time.

One candidate have issue regarding Exam Fee-2023. I had initiated & resolved the problem by financially.



Any innovative idea introduced

0231

Papers Published

- Modified Coupled-Inductor single-stage Boost Inverter based Grid connected PV system. (IJIERT)
- Zero Voltage Switching Converters. (IJIERT).
- A Transformer less PV cell Based coupled Inductor single stage boost Three phase Inverter (IJRPET)
- Transformerless Fault detection & monitoring (IJRET)

Contribution to industrial development, seminars, etc.

- I have 1.5 Yr. Experienced in Industrial UPS upto 500KVA as a Quality Engineer.
- AS a departmental TPO, I arranged soft skills seminar by the Central TPO.

Membership or Fellowship of Professional bodies

Any other Achievement, which you want to claim

Place: Kolhapur

Date: 22/05/2023




Signature of Faculty

Self-Appraisal

Name: Mr. Gaurav Ashok Bangale.

Date of Joining: 13th August 2013 No of Years: 10 Yrs.

Designation On Joining: Assi. professor Salary: 12,000/-

Last Increment / Promotion:

Date: Feb 2023 Year: 2023

Designation: Assistant professor Current Salary: 41,000/-

Self-Analysis:

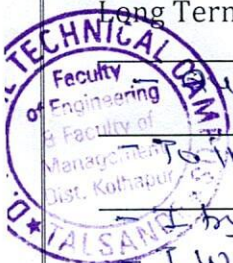
Strength: - I prompt in work.
- I quick to learn New concepts and technical concept.
- I updating in my personal & professional life.
- I like accepts new opportunity to assigned by people.

Weakness: - Trouble saying "no" to others.
- I asking difficulties for help to peopels.
- little Experience in certain areas.

Short Term Goal: - Exercise more
- saving money
- pursuing career ambitions.
- Reward myself.

Long Term Goal: (with respect to development of Institution)

Quality assurance of academic programmes by upcoming year.
To improve disriplines, and gives knowlege to students.
I trying to Enrolled max. students to Permittc our institutes.
I worked DTE Admision Proccs since 2014.



H O D Appraisal Sheet

0231

Part-B

(To be filled by Faculty)

Name of the College: D.Y. Patil Technical Campus, Talasandra

Name of Faculty Mr. Grazev A. Bongale Department: Electrical Engg.

Name of HOD: Mr. Mohsin S. Bijali

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

Parameters	5	4	3	2	1
1. Quality of Course File	✓				
2. Regularity in maintaining academic diaries		✓			
3. Punctuality		✓			
4. Involvement in Developmental work	✓				
5. Involvement in laboratory development	✓				

Total Score out of (25) = 23

Academic workload details of last one month: - February 2023

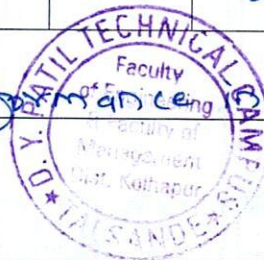
Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Alloted	Taken	Alloted	Taken	Alloted	Taken	Alloted	Taken
February								
March								
2023								
EME	09	12	04	04	04	04	17	20
ED-F	12	11	-	-	04	04	16	15

Remarks If Any: Excellent performance in developmental work

HOD Name: Mr. M.S. Bijali

Signature: [Signature]

22/05/2023



Principal & Registrar Appraisal Sheet

Part-C

(To be filled by Faculty)

Name of the College: D.Y. Patil Technical campus, Talasande.

Name of Faculty Mr. Gaurav A. Bongale. Department: Electrical Engg.

(For Office Use Only)

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

1. No of leaves taken in the Year (To be filled by Registrar Only)	CL	ML	OD	C/Off	Total
	3.5	-	19.5	10	33
Out of	12	-	-	-	-
2. No of Late Remarks in the Year (To be filled by Registrar Only)	13				
3. Involvement in college development (To be filled by Principal Only)	25	20	15	10	5
	21				
4. Total Actual Working Days for the current academic year	182				

Total Score out of (25) = 21

Any other Feedback by Registrar

Any other Feedback by Principal



Registrar Name: Bhagnic P.m

Signature: [Signature]

Principal Name: Dr. S.R. Pawaskar

Signature: [Signature]
23-5-23

T- 0207

PERFORMANCE APPRAISAL FOR FACULTY
(Teaching)
Part - A- Self Appraisal
Academic Year 2022-23
(To be filled by Faculty)



- Name of the College: D.Y. Pahl Technical Campus, Talsande
- Department: Mechanical Engineering
- Name of Faculty: Abdulamannan Samsheer Faras
- Date of Birth: 06/09/1991 Age: 32 Remaining Years For Retirement: 28
- Date of Joining this Institute: 13/08/2013 No of Years: 10
- Contact No: 7798859796 Designation Assistant Professor (I/c. Dept)
- Emergency Contact No: 7798859795 Name Samsheer A. Faras
- Type of Appointment: Regular / Adhoc / Contract Basis / Daily Wages Adhoc
- Current Gross Salary: 43,000/- Aadhaar Card No: 965915514564
- Religion: Muslim Caste: OBC
- Address: A/p. Panhala, Near Sadoba Dargah Pin Code: 416201
- Name of Constituency: Panhala - Shahyewadi
- Reference Name -: Aasif Rafiq Mokerashi Contact No: 9860849595

14. Educational Qualification:

Sr No	Level	Year of passing	Name of College / University	Percentage of Marks
1	SSC	2007	Panhala vidyamandir Panhala	68.76
2	HSC	2009	Main Rajaram Junior College Kolhapur	67.33
3	Diploma	-	-	-
4	Final Year (Graduation)	2013	Sanjeevan Engineering & Technology Institute, Panhala	64.76
5	Post Graduation	2016	ICOER, Jspm Wagholi, Pune	7.94 CGPA
6	Faculty of Engineering & Technology of Management Dist. Kolhapur	-	-	-
7	Other Qualification If Any	-	-	-



Details of Actual Academic Work Load:

Semester	Subject Taught	Class	No of Lectures Allotted Per Week	Taken	Practical Taken Per Week	Tutorial per week	Total Work Load Per Week
Sem-III	W.S.-II	F.Y	-	-	04	-	04
Sem-IV	AME	S.Y	03	41	04	-	07
Sem-VI	IFP	T.Y	03	35	04	-	07

Academic workload details of last one month: -

Month	No of Lectures Taken		No of Tutorials Project Phase-II		No of Practical's		Total	
	Allotted	Taken	Allotted	Taken	Allotted	Taken	Allotted	Taken
May 2023	18	20	2	2	09	08	29	30

15. Are you registered for Ph.D. - NO Yes / No

If Yes Give Details: _____

Year of Registration _____

University _____

Expected Time of Completion _____

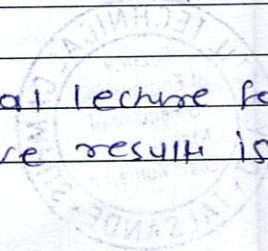
If No: _____ By When: July - 2023

Any Specific Problem of student's solved or taken initiative to solve

- ONE extra Bus route we are increased for mallapur



we have planned extra lecture or Remedial lecture for T.Y student for subject those have result is for even semester exam.



Any innovative idea introduced

0207

1. I have introduced Result Analysis & Feedback analysis through google form. In department.
2. I have organized one SFTIP Work Shop for Students on 3D modeling using catia.

Papers Published

- Worm Wheel Analysis of winch machine Gear Box Using Experiment & FEA - IJTIERT - ISSN 2394-3696
- Review Paper on Analysis of worm Gear - IJRRCME -54-58
- Analysis of Ball by using CFD - IJRRCME

Contribution to industrial development, seminars, etc.

- I am arranged the Industry visit for IFP subject at Dynamic Hydraulics Shirali.
- I am arranged Industrial expert lecture for students so that they will get knowledge about the working environment of industry.

Membership or Fellowship of Professional bodies

- Life Time membership of Indian Society For Technical Education, Membership No - LM 135369

Any other Achievement, which you want to claim

- For A.Y. 2022-23 I have done 26 admission of F-Y + DSY.

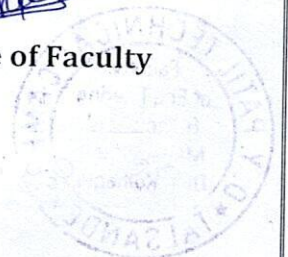
Place: Talsande

Date: 22/05/2023



Signature of Faculty

A handwritten signature in black ink, appearing to be "D.Y. Patil".



Self-Appraisal

Name: Abdulmannaam Samsher Faras

Date of Joining: 13/08/2023 No of Years: 10 Years

Designation On Joining: Assistant Professor Salary: 12,000/-

Last Increment / Promotion:

Date: 01/03/2023 Year: 2023

Designation: Assistant Professor (I/c. HoD) Current Salary: 43,000/-

Self-Analysis:

- Strength: - Good Teaching Skills.
- Positive Attitude to complete any given responsibility by higher authority.
 - Very Fast grasping quality,
 - Team leading ability & Also punctuality in work.

Weakness: _____

- I am very emotional person.
- _____

Short Term Goal: I want to take Phd admission in month of July - 2023

- I want to do 25 to 30 Admission for A.Y. 2023-24
- To complete one NPTEL Course

Long Term Goal: (with respect to development of Institution)

Develop my self to achive my goals as well as organizational goals.



0207

H O D Appraisal SheetPart-B**(To be filled by Faculty)**Name of the College: D.Y. Patil Technical Campus TaisandeName of Faculty Abdulmannaq -S. Faras Department: MechanicalName of HOD: Abdulmannaq Samsheer Faras**(For Office Use Only)**

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

Parameters	5	4	3	2	1
1. Quality of Course File	✓				
2. Regularity in maintaining academic diaries	✓				
3. Punctuality	✓				
4. Involvement in Developmental work	✓				
5. Involvement in laboratory development	✓				

Total Score out of (25) = 25**Academic workload details of last one month: - February 2023**

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Alloted	Taken	Alloted	Taken	Alloted	Taken	Alloted	Taken
May 2023	18	20	2	2	09	08	29	30

Remarks If Any : _____

HOD Name: Prof. M.S. Faras

Signature: _____

Principal & Registrar Appraisal Sheet

Part-C

(To be filled by Faculty)

Name of the College: D.Y. Patil Technical Campus Talsande

Name of Faculty Abdulmunnym Semsher Farag Department: Mechanical

(For Office Use Only)

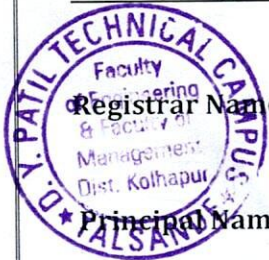
1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding
0-5 6-10 11-15 16-20 Above 20

	CL	ML	OD	C/Off	Total
1. No of leaves taken in the Year (To be filled by Registrar Only)	06	-	26	14	36
Out of	12	-	-	-	-
2. No of Late Remarks in the Year (To be filled by Registrar Only)	18				
3. Involvement in college development (To be filled by Principal Only)	25	20	15	10	5
	20				
4. Total Actual Working Days for the current academic year	172				

Total Score out of (25) = 20

Any other Feedback by Registrar

Any other Feedback by Principal



Registrar Name: Bhagje Pms

Signature: [Signature]

Principal Name: Dr. S.R. Pawaskar

Signature: [Signature]
23/5/23

T- 0201

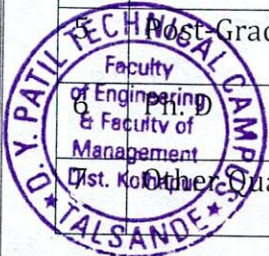
**PERFORMANCE APPRAISAL FOR FACULTY
(Teaching)
Part - A- Self Appraisal
Academic Year 2022-23
(To be filled by Faculty)**



1. Name of the College: D.Y. Patil Technical Campus, Talsande
2. Department: Mechanical Engineering
3. Name of Faculty: Prof. Rajendra Sodashiv Poway
4. Date of Birth: 01 / 12 / 1968 Age: 54 Remaining Years For Retirement: 06
5. Date of Joining this Institute: 29/1/2018 No of Years: 5 years 4 Months
6. Contact No: 9890467915 Designation Associate Profe.
7. Emergency Contact No: 9372109328 Name Mrs. Manisha R. Poway
8. Type of Appointment : Regular / Adhoc / Contract Basis / Daily Wages Regular
9. Current Gross Salary : 145371.00 Aadhaar Card No: 831500311330
10. Religion : Hindu Caste : Maratha
11. Address : Plot No 9, Vijkarnagar Society, Bypass Road, Agar Bhag, Jaysingpur Tal- Shirol, (Kolhapur) Pin Code: 416101
12. Name of Constituency: Shirol.
13. Reference Name -: Dr. A.K. Gupta Contact No: 9372720011

14. Educational Qualification:

Sr No	Level	Year of passing	Name of College / University	Percentage of Marks
1	SSC	1983	S.S.C. Board	83.71
2	HSC	1986	H.S.C Board	72.67
3	Diploma	-	-	-
4	Final Year (Graduation)	1990	Walchand College of Engg - Sangli	66.72
	Post-Graduation	2005	Walchand College of Engg - Sangli	71.09
	Faculty of Engineering & Faculty of Management	App.	Pacific University.	
	Other Qualification If Any			



Details of Actual Academic Work Load:

Semester	Subject Taught	Class	No of Lectures Allotted Per Week	Taken	Practical Taken Per Week	Tutorial per week	Total Work Load Per Week
Sem - I	Automobile Engg	B.Tech final.	03	42	02	-	05
	Appl. Thermo dynamics	S.Y. B.Tech	03	60	06	-	09
	Basic Mech Engg.	F.Y. B.Tech	06	81	12	-	18
Sem - II	Basic Mech Engg	F.Y. B.Tech	06	21	24	-	18
	Project	B.Tech final year	02	-	-	-	02

Academic workload details of last one month: -

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Allotted	Taken	Allotted	Taken	Allotted	Taken	Allotted	Taken
February 2023								
April 25 to May 20	Div. C 09	09	-	-	13	14	22	23
	Div. D 09	12	-	-	10	10	19	22

15. Are you registered for Ph.D. -

Yes / No

If Yes Give Details: _____

Year of Registration 2011

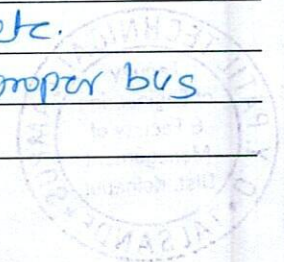
University Pacific University - Vdaypur

Expected Time of Completion one year

If No: _____ By When: _____

Any Specific Problem of student's solved or taken initiative to solve

for System is implemented. It is platform for students to share their suggestion, problems. etc. A analysis of areawise student is done and proper bus are prepared.



Any innovative idea introduced

0201

1. Course file :- It contains syllabus, course outline, CO-PO mapping, Hand written notes, PPTs, Question Bank.
2. Modified Academic diary - includes all academic record, lecture plan, attendance, continuous evaluation etc.
3. Central Academic Calendar - Department Academic Brary.

Papers Published

Topic - "System Reliability-Redundancy Optimization with High-Level of Subsystem"

Journal - Elsevier.

International Conference, ICRESH, PCCOE, Pune.

Contribution to industrial development, seminars, etc.

Membership or Fellowship of Professional bodies

1. Life Member of ISTE. Membership NO. - LM-27869
2. ISHRAE (Indian Society of Heating, Refrigeration & Air Conditioning Engineers) - Membership No. - 16300
3. SAE [Society of Automotive Engineers] - Membership NO 715051054

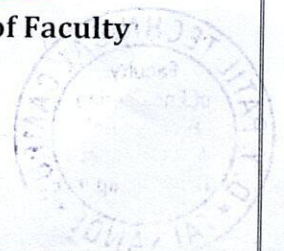
Any other Achievement, which you want to claim

Place: Jaysingpur

Date: 21/05/23



Signature of Faculty



Self-Appraisal

Name: Prof. Rajendra Sadashiv Powar

Date of Joining: 29/1/2018 No of Years: 5 years 4 month

Designation On Joining: Asso. Professor Salary: 145371 = ₹

Last Increment / Promotion:

Date: June - 21 Year: 2021

Designation: Associate Professor Current Salary: 145371 = ₹

Self-Analysis:

Strength: I am self-motivated and Hardworking
Disciplined person.
Dedication towards task with Honesty.

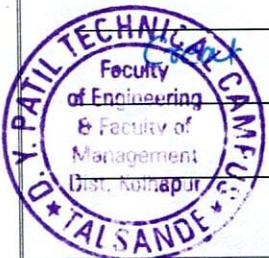
Weakness: Somen times it is difficult for me, multitasking
Trouble saying no to others.

Short Term Goal: _____

Improve students academics, grades. and
motivate students to complete maximum Value added course
& be a employable. Motivate students for extracurricular
activities. and initiate professional student Club. like
ISHRAE, student chapter, SAE, student chapter

Long Term Goal: (with respect to development of Institution)

the life long learning attitude among the students



H O D Appraisal Sheet

0201

Part-B

(To be filled by Faculty)

Name of the College: D.Y. Patil Technical Campus Talsande
Name of Faculty Prof. R. S Powar Department: Mechanical Enngg.
Name of HOD: Prof. M.S Faras

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding
0-5 6-10 11-15 16-20 Above 20

Parameters	5	4	3	2	1
1. Quality of Course File	✓				
2. Regularity in maintaining academic diaries	✓				
3. Punctuality	✓				
4. Involvement in Developmental work	✓				
5. Involvement in laboratory development	✓				

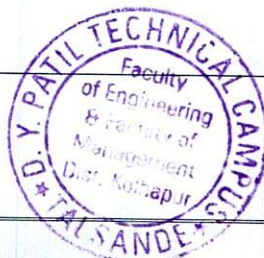
Total Score out of (25) = 25

Academic workload details of last one month: - February 2023

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Alloted	Taken	Alloted	Taken	Alloted	Taken	Alloted	Taken
February 2023								
April 25 to May 20	09	09	-	-	13	14	22	23
	09	12	-	-	10	10	19	22

Remarks If Any :

HOD Name: Prof. M.S. Faras



Signature: [Signature]

1050

Principal & Registrar Appraisal Sheet

Part-C

(To be filled by Faculty)

Name of the College: D. Y. Patil Technical Campus Talasande
Name of Faculty: Prof. R.S. Powar Department: Mechanical Engg.

(For Office Use Only)

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding
- 0-5 6-10 11-15 16-20 Above 20

1. No of leaves taken in the Year (To be filled by Registrar Only)	CL	ML	OD	C/ Off	Total
		9.5	08	12.5	04
Out of	15				
2. No of Late Remarks in the Year (To be filled by Registrar Only)	04				
3. Involvement in college development (To be filled by Principal Only)	25	20	15	10	5
	21				
4. Total Actual Working Days for the current academic year	180				

Total Score out of (25) = 21

Any other Feedback by Registrar

Any other Feedback by Principal



Registrar Name: Bhagaje P m
Principal Name: Dr. S.R. Pawaskar

Signature: [Signature]

Signature: Satish
23/11/23

T- 0237

PERFORMANCE APPRAISAL FOR FACULTY
(Teaching)
Part - A- Self Appraisal
Academic Year 2022-23
(To be filled by Faculty)



- Name of the College: D.Y. Patil Technical Campus
- Department: M.B.A.
- Name of Faculty: Ms. Gunali Dinesh Diwan
- Date of Birth: 09/02/1986 Age: 37 Remaining Years For Retirement: 23
- Date of Joining this Institute: 21/07/2011 No of Years: 12 Years
- Contact No: 9850399322 Designation _____
- Emergency Contact No: 9545321919 Name Mr. Vijay P. Ugale
- Type of Appointment: Regular / Adhoc / Contract Basis / Daily Wages Adhoc
- Current Gross Salary: 43,000/- Aadhaar Card No: 5802 2516 2487
- Religion: Hindu Caste: Brahmin
- Address: Ashiyana Colony, Jaragnagar, Kolhapur Pin Code: 416 007
- Name of Constituency: Kolhapur South
- Reference Name -: _____ Contact No: _____

14. Educational Qualification:

Sr No	Level	Year of passing	Name of College / University	Percentage of Marks
1	SSC	2001	Kolhapur Board	52.00%
2	HSC	2003	Kolhapur Board	62.00%
3	Diploma	-	-	-
4	Final Year (Graduation)	2006	Shivaji University	72.00%
	Post-Graduation	2009	Pune University	60.00%
	Ph.D	Appearing	Bharati Vidyapeeth	Pursuing
	Other Qualification If Any	2017	Shivaji University CSIBER	'O' Grade
	M.Phil			



Details of Actual Academic Work Load:

Semester	Subject Taught	Class	No of Lectures Allotted Per Week	Taken	Practical Taken Per Week	Tutorial per week	Total Work Load Per Week
Sem -II	Human Resource Management	MBAI	04	04	-	-	04
	Negotiation Skills	MBAI	02	02	-	-	02
Sem IV	Startup & New Ventures	MBAII	04	04	-	-	04
Sem - IV	Employability Skills	MBAII	04	04	-	-	04
	IR & Labour Laws	MBAII	04	04	-	-	04
	Organisational Development	MBAII	02	02	-	-	02

Academic workload details of last one month: -

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Allotted	Taken	Allotted	Taken	Allotted	Taken	Allotted	Taken
February								
2023 April 20 th	67	57	-	-	-	-	67	57
May 20 th	-	-	-	-	-	-	-	-

15. Are you registered for Ph.D. -

Yes / No

If Yes Give Details: Yes.

Year of Registration 2019.

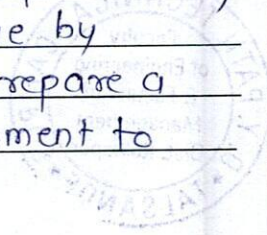
University Bharati Vidyapeeth (Deemed to be Uni) Pune

Expected Time of Completion December 2023.

If No: _____ By When: _____

Any Specific Problem of student's solved or taken initiative to solve

Students keep facing problems/demands activities on personality development & presentation skills - hence took initiative by asking them to develop their business ideas and prepare a business proposal under various schemes of government to entrepreneurship



Any innovative idea introduced

0237

Mini projects were allotted to students.

Students visited farm, dairy, KVK and asked the concerned incharge about overall working & administration of concerned field & presented their projects in form of PPT, videos & clips.

* The activity was conducted to boost practical research knowledge.

Papers Published

① A study on online & digital education in field of technical education in selected engineering colleges of Kolhapur city. → BU.U - (In process)

② Chapter contribution - Role of HR Analytics in people Management - in the book - 'HR Analytics : Fundamentals & Applications.' - (In process)

Contribution to industrial development, seminars, etc.

① Attended 01 seminar & workshop on NITTR

② Attended national seminar of Bharat Vidyapeeth Pune

Membership or Fellowship of Professional bodies

1) Member of SUMITA - Shivaji University Management Teachers' Association

2) Lifetime membership for Indian Society for Technical Education (ISTE)

3) Membership of NITTR, & Swayam

Any other Achievement, which you want to claim

① Stood topper in Industrial economic subject in pune university during

Place: Talsande

Date: 22/05/2023




Signature of Faculty

Self-Appraisal

Name: Ms. Gunali Dinesh Diwan

Date of Joining: 21/07/2011 No of Years: 12 Years

Designation On Joining: Asst. Professor Salary: 30,528/-

Last Increment / Promotion:

Date: March Year: 2022

Designation: 1/c HOD, Asst. Professor Current Salary: 43,000/-

Self-Analysis:

Strength: ① Positive vision & attitude - An optimist person

② Best situation handling skills

③ Confidence

④ Team players / Team work

Weakness: Being an optimist person, sometimes it gets difficult to see the negative side of the coin.

Short Term Goal: ① To publish a book on HRM

② To contribute a chapter in a book of HR Analytics

③ To publish a research paper in scopus indexed journals

④ To use & develop myself by completing courses through portals like ATAL, NITTTR, ISTE & Swayam.

Long Term Goal: (with respect to development of Institution)

① Complete Ph.D before Dec-2023

② To register myself for a LAW degree under state/private university. To complete LLB.



0237

H O D Appraisal SheetPart-B**(To be filled by Faculty)**Name of the College: D.Y. Patil Technical CampusName of Faculty Ms. Gunali Dinesh Diwan Department: M.B.A.Name of HOD: Ms. Gunali D. Diwan**(For Office Use Only)**

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

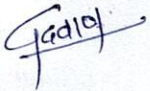
Parameters	5	4	3	2	1
1. Quality of Course File	✓				
2. Regularity in maintaining academic diaries	✓				
3. Punctuality		✓			
4. Involvement in Developmental work	✓				
5. Involvement in laboratory development	✓				

Total Score out of (25) = 24

Academic workload details of last one month: - February 2023

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Alloted	Taken	Alloted	Taken	Alloted	Taken	Alloted	Taken
February 2023								
20 th April	67	57	-	-	-	-	67	57
20 th May	-	-	-	-	-	-	-	-

Remarks If Any :

HOD Name: Ms. Gunali D. DiwanSignature: 

Principal & Registrar Appraisal Sheet

Part-C

(To be filled by Faculty)

Name of the College: D.Y. Patil Technical Campus Talasande

Name of Faculty: Ms. Gunali Dinesh Diwan Department: M.B.A.

(For Office Use Only)

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding
0-5 6-10 11-15 16-20 Above 20

1. No of leaves taken in the Year (To be filled by Registrar Only)	CL	ML	OD	C/ Off	Total
		7.5	-	18	10
Out of	12	-	-	-	-
2. No of Late Remarks in the Year (To be filled by Registrar Only)	18				
3. Involvement in college development (To be filled by Principal Only)	25	20	15	10	5
	21				
4. Total Actual Working Days for the current academic year	179.5				

Total Score out of (25) = 21

Any other Feedback by Registrar

Any other Feedback by Principal

Registrar Name: Bhagaje P.m

Signature: [Signature]

Principal Name: Dr. S R Pawaske

Signature: [Signature]
23/1/23



T- 0240

**PERFORMANCE APPRAISAL FOR FACULTY
(Teaching)
Part - A- Self Appraisal
Academic Year 2022-23
(To be filled by Faculty)**



1. Name of the College: D.Y. Patil Technical Campus, Talasande
2. Department: M.B.A
3. Name of Faculty: Dr. Sujata Deepak Jagtap
4. Date of Birth: 28/03/83 Age: 40 Remaining Years For Retirement: 20
5. Date of Joining this Institute: 1st Aug 2019 No of Years: 3.9
6. Contact No: 8806008940 Designation Assistant Prof.
7. Emergency Contact No: 9423276182 Name Mr. Deepak P. Jagtap
8. Type of Appointment: Regular / Adhoc / Contract Basis / Daily Wages Adhoc
9. Current Gross Salary: 26000/- Aadhaar Card No: 792767874114
10. Religion: Hindu Caste: Maratha
11. Address: 870/A Shantai Residency Renuka nagar, Hi Bavada Kolhapur. Pin Code: 416003
12. Name of Constituency: Kolhapur South
13. Reference Name -: Dr. Ashokrao V. Patil Contact No: 9850740050
14. Educational Qualification:

Sr No	Level	Year of passing	Name of College / University	Percentage of Marks
1	SSC	1998	S.S.C Board	57.00%
2	HSC	2000	H.S.C Board	62.50%
3	Diploma	-	-	-
4	Final Year (Graduation) B. Com	2003	D.R.K. College, Kop.	60.00%
5	Post-Graduation M.B.A - Fin & Mktg	2005	KIT'S IIMR Kop.	74.47%
	Other Qualification If Any	March 2022	Shivaji University	Awarded
	M.Com	2013	} Shivaji University	57.1%
	M.A	2017		69.75%
	M.Phil	2009	CSTIBER Kop.	0% Grade
	D-I-T	2006	Shivaji University	55.10%



Details of Actual Academic Work Load:

Semester	Subject Taught	Class	No of Lectures Allotted Per Week	Taken	Practical Taken Per Week	Tutorial per week	Total Work Load Per Week
Sem - I	management Accounting	MBA I	04	04	-	01	04
	Computerized Accounting	MBA I	02	02	-	01	02
Sem-III	COE. Res & Iq	MBA III	04	04	-	01	04
	Buying Behav	MBA III	04	04	-	01	04
Sem - II	R.M	MBA I	04	04	-	01	04
	Taxation	MBA I	02	02	-	01	02
Sem-IV	Invest. Mgt	MBA II	04	04	-	01	04
	Service Mktg	MBA II	04	04	-	01	04
	Corporate Fin	MBA II	02	02	-	01	02

Academic workload details of last one month: -

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Allotted	Taken	Allotted	Taken	Allotted	Taken	Allotted	Taken
February 2023								
Ap-20	17	15	-	-	-	-	17	15
to May-20	60	58	-	-	-	-	60	58

15. Are you registered for Ph.D. - Completed Yes / No - March 2022

If Yes Give Details: _____

Year of Registration _____

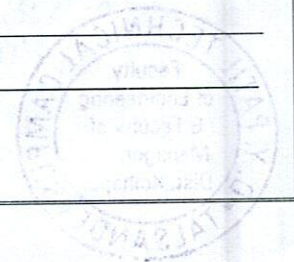
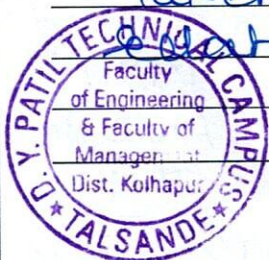
University _____

Expected Time of Completion _____

If No: _____ By When: _____

Any Specific Problem of student's solved or taken initiative to solve

Taken initiative to solve the problem
related to project work.



Any innovative idea introduced

0240

Taken different workshop like
Tally ERP.9, Tally prime workshop.
Excel & Advanced excel workshop.

Papers Published

10 - International papers published.
02 - National level papers published.

Contribution to industrial development, seminars, etc.

FDP - 06 Attended
STTP - 02 Attended
Seminar - 03 Attended & paper presented
Workshop - 03 Attended

Membership or Fellowship of Professional bodies

membership on - 1] NITTTR
2] Swayam


Any other Achievement, which you want to claim

Award of Ph.D degree at shivaji university
on the basis of first awarded
degree in a particular subject during the
year, as I selected as first student on
the subject comm & mgt for awarding the
Ph.D degree on the basis

Place: Talasande.

Date: - 22/5/2023




Signature of Faculty

Self-Appraisal

Name: Dr. Sujata Deepak Jagtap
P.Y. Pati poly 20 Jan-2009 to 30-4-2011 ~~2.5~~ 2.5 years.
Date of Joining: 1st Aug 2019 No of Years: 3.9 till date
Designation On Joining: Assistant Prof Salary: 26000/-

Last Increment / Promotion:

Date: February Year: 2022
Designation: Assistant Prof. Current Salary: 26000/-

Self-Analysis:

Strength: My qualification my doctorate in
Comm & mgt is my biggest strength. I have
great command on my subject. My explanation
skills have added benefit. I have good interpersonal
skills which is helpful for students while teaching
Weakness: My hardworking ability is one of my strength

Short Term Goal: To use platforms like NITTTR,
Swayam & ATA. To work on my core
Competencies finance & marketing, upgrade
my skills through workshops & FDP's attended,
To become productive member of institution.

Long Term Goal: (with respect to development of Institution)

To use my knowledge & skill for development of
students so that it will be helpful for further growth
of institution.
To build great professional network that enable
for the growth of students & institution to



H O D Appraisal Sheet

0240

Part-B

(To be filled by Faculty)

Name of the College: D.Y. Patil Technical Campus, Talsande

Name of Faculty: Dr. Sujata D. Jagtap Department: MBA

Name of HOD: Grunali Diwan

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

Parameters	5	4	3	2	1
1. Quality of Course File		✓			
2. Regularity in maintaining academic diaries		✓			
3. Punctuality	✓				
4. Involvement in Developmental work		✓			
5. Involvement in laboratory development		✓			

Total Score out of (25) = 21

Academic workload details of last one month: - February 2023

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Alloted	Taken	Alloted	Taken	Alloted	Taken	Alloted	Taken
February								
2023 20 th April	60	56	-	-	-	-	60	56
20 th May								

Remarks If Any :

HOD Name: Ms. Grunali D. Diwan



Signature: Grunali

Principal & Registrar Appraisal Sheet

Part-C

(To be filled by Faculty)

Name of the College: D.Y. Patil Technical Campus, Talsande

Name of Faculty Dr. Sujata D. Jagtap Department: MBA

(For Office Use Only)

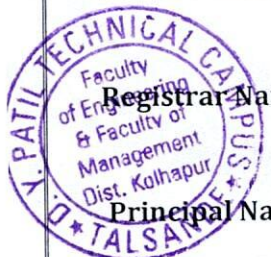
1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding
- 0-5 6-10 11-15 16-20 Above 20

1. No of leaves taken in the Year (To be filled by Registrar Only)	CL	ML	OD	C/Off	Total
		10	-	17	04
Out of	12	-	-	-	2
2. No of Late Remarks in the Year (To be filled by Registrar Only)	02				
3. Involvement in college development (To be filled by Principal Only)	25	20	15	10	5
	19				
4. Total Actual Working Days for the current academic year	177				

Total Score out of (25) = 19

Any other Feedback by Registrar

Any other Feedback by Principal



Registrar Name: Bhagye P.m

Signature: [Signature]

Principal Name: Dr. S.R. Pawas Kar

Signature: Satew
23/11/23

NT 1107

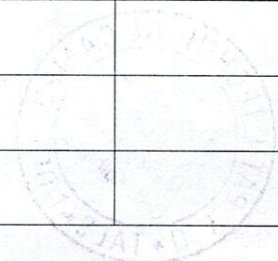
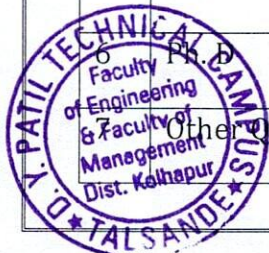
PERFORMANCE APPRAISAL FOR STAFF
(Non - Teaching)
Part - A- Self Appraisal
Academic Year 2022-23



1. Name of the College: D.Y. Patil Technical Campus, Talasande
2. Department: Civil
3. Name of Staff: Rahul Ananda Gurusav
4. Date of Birth: 13/06/1995 Age : 27 Remaining Years For Retirement : _____
5. Date of Joining this Institute: 10/10/2022 No of Years : 07 months
6. Contact No: 8830715090 Designation Lab Asst.
7. Emergency Contact No: 9960113146 Name Raj. Gurusav
8. Type of Appointment : Regular / Adhoc / Contract Basis / Daily Wages - Adhoc
9. Current Gross Salary : 10,000/- Aadhaar Card No: 3168 2766 9058
10. Religion : Hindu Caste : OBC
11. Address : At. Madur, Post. Sonarwadi, Bhudargad Pin Code: 416209
12. Name of Constituency: Gargoti
13. Reference Name :- _____ Contact No: _____

14. Educational Qualification:

Sr No	Level	Year of passing	Name of College / University	Percentage of Marks
1	SSC	2011	Kolhapur Board	55.40%
2	HSC	2013	Kolhapur Board	66.50%
3	Diploma	2016	M.S.B.T.E. Mumbai	60.85%
4	Final Year (Graduation)			
5	Post-Graduation			
	Other Qualification If Any			



15. Job roles assigned to you: (Please mention in brief)

1. Lab practical work
2. Lab Maintenance work
3. Department work
4. CIE exam work
5. Admission work
6. University exam work
7. office work
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____

16. Since when are you working in the same profile? Date _____ Year _____

17. Your immediate reporting head?

Name : Kedar Redekar

Designation: HOD.

18. Name the committees in which you are working :

- LIC University Committee.
- Sports Committee work.



1107

19. Any specific problem you have solved:

1) Lab Machinery Maintenance
Some Department work problems

20. Your contribution to the institutional development:

- Institute Sports Development

21. Any other achievement you want to claim for the year 2022-23:

- Digitalisation of all labs

Place Kolhapur

Date: 22/05/2023




Signature



Self-Appraisal

Name: Rahul Amanda Gurav

Date of Joining: 10/10/2022 No of Years: 7 months

Designation On Joining: Lab Asst. Salary: 10,000/-

Last Increment / Promotion:

Date: - Year: -

Designation: - Current Salary: -

Self-Analysis:

Strength: I can complete any task of college & Civil Department.

Weakness: _____

Short Term Goal: _____

1) To expertise in all Subject's practical

Long Term Goal: (with respect to development of Institution)

Planning for Digitalisation of all lab's



Immediate H O D Appraisal Sheet**Part-B****(To be filled by Staff)**

Name of the College: D.Y. Patil Technical Campus Talsande
 Name of Staff Rahul Ananda Guxav Department: Civil
 Name of HOD: Kedar Redekar

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding
 0-5 6-10 11-15 16-20 Above 20

Parameters	5	4	3	2	1
1. Punctuality		04			
2. Timely Completion of Work	5				
3. Behavior with other employees	5				
4. Knowledge of the area		04			
5. Contribution to the institutional development		04			

Total Score out of (25) = 22

Any other Remarks _____

HOD Name:

Mr. Kedar Shivaji Redekar

Signature:

Kedar



Principal & Registrar Appraisal Sheet

Part-C

(To be filled by Staff)

Name of the College: D.Y. Patil Technical Campus, Talasande

Name of Staff Rahul Ananda Gusan Department: Civil

(For Office Use Only)

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

1. No of leaves taken in the Year (To be filled by Registrar Only)	CL	ML	OD	C/Off	Total
	7		6.5	2	15.5
Out of	10	—	—	—	—
2. No of Late Remarks in the Year (To be filled by Registrar Only)	02				
3. Involvement in college development (To be filled by Principal Only)	25	20	15	10	5
		20			
4. Total Actual Working Days for the current academic year	DOJ - OCT - 2022 144.5				

Total Score out of (25) = 20

Any other Feedback by Registrar

Any other Feedback by Principal

Registrar Name: Bhagge P'm

Signature: [Signature]

Principal Name: Dr SR Pawar

Signature: [Signature]



NT 1110

PERFORMANCE APPRAISAL FOR STAFF
(Non - Teaching)
Part - A- Self Appraisal
Academic Year 2022-23



1. Name of the College: D.Y. Patil Technical campus, Talsande
2. Department: Computer Science and Engineering
3. Name of Staff: Mr. Mukesh Mahesh Bhat
4. Date of Birth: 25/07/1995 Age: 28 Remaining Years For Retirement: 32 Years
5. Date of Joining this Institute: 20/10/2022 No of Years: 7 months
6. Contact No: 7057202121 Designation Lab-Ass.
7. Emergency Contact No: 8055003022 Name Mr. Mahesh Roopsingh Bhat
8. Type of Appointment : Regular / Adhoc / Contract Basis / Daily Wages _____
9. Current Gross Salary : 12,000/- Aadhaar Card No: 670701011801
10. Religion : Hindu Caste : Kanjorhat
11. Address : 608 'B' ward, Salonkhe park, Kolhapur Pin Code: 416012
12. Name of Constituency: Karvir
13. Reference Name -: Hon. MLA. Ruturaj S. Patil (Gir) Contact No: 9764495999

14. Educational Qualification:

Sr No	Level	Year of passing	Name of College / University	Percentage of Marks
1	SSC	Oct/2014	MAHARASTRA STATE BOARD	44.14%
2	HSC	Feb-2017	MAHARASTRA STATE BOARD	48.15%
3	Diploma			
4	Final Year (Graduation)	MARCH-2021	Bhaskari Vidyapeeth	8.39 CGPA
5	Post Graduation			
6	Other Qualification If Any			



15. Job roles assigned to you: (Please mention in brief)

1. All computer lab maintenance & Network issue solving.
2. Departmental office work.
3. Online Exam lab setup & Installation.
4. Admission work.
5. Shivaji University Exam.
6. CIE Exam.
7. NEET Exam (control room)
- 8.
- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.

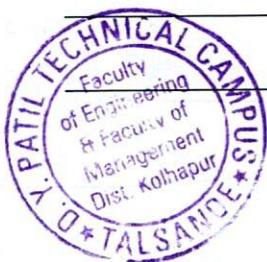
16. Since when are you working in the same profile? Date 20/10/22 Year 7 month.

17. Your immediate reporting head?

Name: prof. V. A. Patil

Designation: HOD, CSE

18. Name the committees in which you are working :



19. Any specific problem you have solved:

1110

20. Your contribution to the institutional development:

21. Any other achievement you want to claim for the year 2022-23:

Place - *Talsande*.

Date: - *22/05/2023*.



Signature



Self-Appraisal

Name: Mukesh Mahesh Bhat

Date of Joining : 20/10/2022 No of Years : 7 months

Designation On Joining: Lab Asst Salary : 12,000/-

Last Increment / Promotion:

Date: _____ Year : _____

Designation: _____ Current Salary; _____

Self-Analysis:

Strength: _____

Weakness: _____

Short Term Goal: _____

Long Term Goal: (with respect to development of Institution)



1110

Immediate H O D Appraisal Sheet**Part-B****(To be filled by Staff)**Name of the College: D.Y. Patil Technical Campus, TalsandeName of Staff Mukesh. M. Bhat Department: C.S.EName of HOD: Mr. Umesh. A. Patil (Sir)**(For Office Use Only)**

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding
- 0-5 6-10 11-15 16-20 Above 20

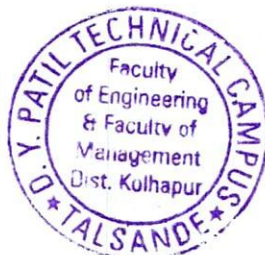
Parameters	5	4	3	2	1
1. Punctuality	✓				
2. Timely Completion of Work	✓				
3. Behavior with other employees	✓				
4. Knowledge of the area			✓		
5. Contribution to the institutional development	✓				

Total Score out of (25) = **23**Any other Remarks Excellent but need to improve technical skills

HOD Name:

Patil U.A.

Signature:

[Signature]
22/5/2023

Principal & Registrar Appraisal Sheet

Part-C

(To be filled by Staff)

Name of the College: D.Y. Patil Technical Campus, Talsande

Name of Staff Mukesh.M.Bhat Department: CSE

(For Office Use Only)

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding
0-5 6-10 11-15 16-20 Above 20

	CL	ML	OD	C/Off	Total
1. No of leaves taken in the Year (To be filled by Registrar Only)	05	-	8	07	20
Out of	09	-	-	-	-
2. No of Late Remarks in the Year (To be filled by Registrar Only)					
3. Involvement in college development (To be filled by Principal Only)	25	20	15	10	5
	22				
4. Total Actual Working Days for the current academic year	DOJ - Oct - 2022 135				

Total Score out of (25) = 22

Any other Feedback by Registrar

Any other Feedback by Principal



Registrar Name:

Bhagge P.M

Principal Name:

Dr. S.R. Pawaskar

Signature:

[Signature]

Signature:

Satish
23/11/23

T-
PERFORMANCE APPRAISAL FOR FACULTY
(Teaching)

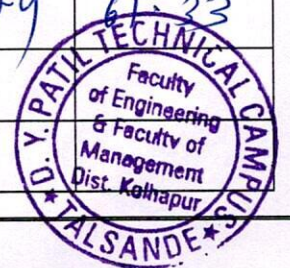
Part - A- Self Appraisal
Academic Year 2018-19
(To be filled by Faculty)



1. Name of the College: D. Y. Patil Technical Campus, Talsande
2. Department: General Engg.
3. Name of Faculty: Dr Hamid S. Naikawadi
4. Date of Birth: 01/07/1977 Age: 41 Remaining Years For Retirement: 19
5. Date of Joining this Institute: 12/07/2013 No of Years: 05
6. Contact No: 9673748383 Designation: Asst. Prof.
7. Emergency Contact No: 9423276792 Name: Masim Naikawadi
8. Type of Appointment: Regular / Adhoc / Contract Basis / Daily Wages Adhoc
9. Current Gross Salary: _____ Aadhaar Card No: 827530712543
10. Religion: Muslim Caste: -
11. Address: Pl. No 14, Jadhav colony, K. Bundera Pin Code: 416006
12. Name of Constituency Radhanagari
13. Reference Name -: Hon. Mr. Ramesh Patil Contact No: _____

14. Educational Qualification:

Sr No	Level	Year of passing	Name of College / University	Percentage of Marks
1	SSC	1993	Kolhapur Division Board	56.85
2	HSC	1995	—	50.67
3	Diploma			
4	Final Year (Graduation)	1998	Bhogawati Mahavidyalaya Kankavadi	62.83
5	Post-Graduation	2000	Shivaji University Jeop.	61.23
6	Ph. D	2012	Bundelkhand Uni- Jhansi	
7	Other Qualification If Any			



Details of Actual Academic Work Load:

Semester	Subject Taught	Class	No of Lectures Allotted Per Week	Taken	Practical Taken Per Week <i>Tutorial</i>	Tutorial per week	Total Work Load Per Week
Sem - I	Engg Maths I	F.Y.	03	03	03	03	18
	Engg math III	Sy. ETC	03	03		03	
	Engg math IV	Sy. CIVIL	03	03		03	
Sem - II	Engg Maths II	F.Y.	03	03		03	06

Academic workload details of last one month: -

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Allotted	Taken	Allotted	Taken	Allotted	Taken	Allotted	Taken
February 2018- 2019	11	11	04	04			20	20

15. Are you registered for Ph.D. - Yes / No

If Yes Give Details _____

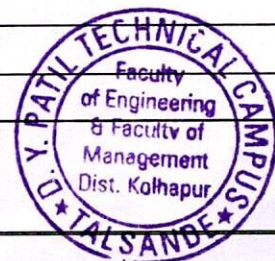
Year of Registration _____

University _____

Expected Time of Completion _____

If No: _____ By When _____

Any Specific Problem of student's solved or taken initiative to solve



Any innovative idea introduced

Papers Published

1) Statistical Approaches of Ensembles. A Review.
2) A study of testing functions space $L^1 + u^p$.


Contribution to industrial development, seminars, etc.

Membership or Fellowship of Professional bodies

Any other Achievement, which you want to claim

Place: Talsande

Date: 19.3.2019


Signature of Faculty



Self-Appraisal

Name: Dr H-S. Nalawadi

Date of Joining: 12/07/2013 No of Years: 05

Designation On Joining: Assistant Prof. Salary: _____

Last Increment / Promotion:

Date: 13/07/2018 Year 2018-19

Designation: _____ Current Salary; _____

Self-Analysis:

Strength Hard worker, Int' Initiatively participant

Weakness: 7

Short Term Goal: To envocate teaching ideas for students.

To publish National level papers.

Long Term Goal: (with respect to development of Institution)



H O D Appraisal Sheet

Part-B

(To be filled by Faculty)

Name of the College: D.Y. Patil Technical Campus, Talasanda

Name of Faculty Dr. H.S. Naikwadi Department: General

Name of HOD: _____

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding
- 0-5 6-10 11-15 16-20 Above 20

Parameters	5	4	3	2	1
1. Quality of Course File		✓			
2. Regularity in maintaining academic diaries	✓				
3. Punctuality		✓			
4. Involvement in Developmental work	✓				
5. Involvement in laboratory development		✓			

Total Score out of (25) = 22

Academic workload details of last one month: - February ~~2019~~

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Alloted	Taken	Alloted	Taken	Alloted	Taken	Alloted	Taken
February								
2019								

Remarks If Any : _____

HOD Name:

Dr. H.S. Naikwadi

Signature: _____



Principal & Registrar Appraisal Sheet

Part-C

(To be filled by Faculty)

Name of the College: D.Y. Patil Technical Campus, Talasande
Name of Faculty Dr. H. S. Patil Pawaskar Department: General Engrg.

(For Office Use Only)

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

1. No of leaves taken in the Year (To be filled by Registrar Only)	CL	ML	OD	C/Off	Total
	11		03	04	
Out of	12				
2. No of Late Remarks in the Year (To be filled by Registrar Only)					
3. Involvement in college development (To be filled by Principal Only)	25	20	15	10	5
4. Total Actual Working Days for the current academic year					

Total Score out of (25) = 20

Any other Feedback by Registrar _____

Any other Feedback by Principal _____

Registrar Name: Bhagyesh P. M.

Signature: [Signature]

Principal Name: Dr. S. R. Pawaskar

Signature: [Signature]



Executive Director Sheet

Part-D

(To be filled by Faculty)

Name of the College: D.Y. Patil Technical Campus, Talasande

Name of Faculty Dr H.S. Naikawadi Department: General Engg

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

Parameters	5	4	3	2	1
1. Overall Performance					
2. Interpersonal Skills					
3. Disciplinary Skills					
4. Involvement in Developmental work					
5. Value Addition to the institute					

Total Score out of (25) =

Any other Remarks _____

Signature of Executive Director

Consolidated Appraisal Sheet
Human Resources
Part - E

(To be filled by Faculty)

Name of the College: D. Y. Patil Technical Campus, Talasande

Name of Faculty: Dr. H.S. Naikawadi Department: General Engg.

Date of Joining: 01/07/2013 No of Years with us: 05

Date of Birth: 01/07/77 Age: 41 No of Years for Retirement: 19

Religion: Muslim Caste: - Constituency: Radhanagar

Highest Qualification: Ph.D. Current Salary: _____

Last Promotion:

Date: _____ Designation: _____

Salary: _____

(For Office Use Only)

***RATINGS: -**

Unacceptable	Below Average	Average	Above Average	Outstanding
0-20	20-35	35-60	60-85	Above 85

	HOD	Principal / Registrar	Executive Director	Trustee / Chairman	Overall out of 100	Ratings in Words
Out of 25	25	25	25	25	100	
Average Rating						

a) Eligible For Next Promotion :-

	If Yes	If No	
Change in Designation		-	-
% of Salary		-	-

Remarks:

1. _____
2. _____

Recommendations: _____

Date:

Chief Human Resources & Operations

T-

Management Final Appraisal Sheet

Part - F

Name of the College: Dr. P. Y. Patil Technical Campus,

Name of Faculty Dr. H. S. Nalawade Department: General Engg.

Year: 2018-19

To be continued

YES

NO

Due for Promotion

YES

NO

Due for Salary Hike

YES

NO

Final Remarks if Any

1. _____

2. _____

Signature of Chairman

Signature of Trustee

T-
PERFORMANCE APPRAISAL FOR FACULTY
(Teaching)

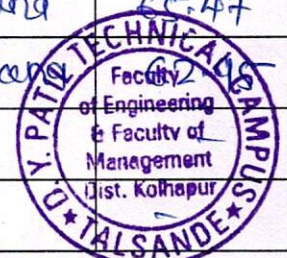
Part - A- Self Appraisal
Academic Year 2018-19
(To be filled by Faculty)



1. Name of the College: D.T. Patil Technical Campus, Talsande,
2. Department: Mechanical Engg.
3. Name of Faculty: Prof. T.C. Doijad.
4. Date of Birth: 04/12/1991 Age: 27 Remaining Years For Retirement: 29
5. Date of Joining this Institute: 11/06/2018 No of Years: 05
6. Contact No: 787589322 Designation: Asst. Prof.
7. Emergency Contact No: 9860105434 Name: Mr. C.M. Doijad.
8. Type of Appointment: Regular / Adhoc / Contract Basis / Daily Wages Adhoc.
9. Current Gross Salary: _____ Aadhaar Card No: _____
10. Religion: Hindu Caste: Lingayat
11. Address: A/P- Wansakodoli. Pin Code: 416114
12. Name of Constituency _____
13. Reference Name -: _____ Contact No: _____

14. Educational Qualification:

Sr No	Level	Year of passing	Name of College / University	Percentage of Marks
1	SSC	2007	Shree Warang Mahavidyalaya	74.15
2	HSC	2009	Y.K.W.M. Warang	64.00
3	Diploma	-	-	-
4	Final Year (Graduation)	2013	T.K.I.E.T. Warang	65.47
5	Post-Graduation	2015	T.K.I.E.T. Warang	-
6	Ph. D	-	-	-
7	Other Qualification If Any	-	-	-



Details of Actual Academic Work Load:

Semester	Subject Taught	Class	No of Lectures Allotted Per Week	Taken	Practical Taken Per Week	Tutorial per week	Total Work Load Per Week
Sem - I	EG.	F.Y.	03	03	06	06	09
	F.EA	BE	03	03	06	06	09
							18
Sem - II	IE	BE	03	03	06	06	09
	JMOR	T.E	03	03	03	03	06
							15

Academic workload details of last one month: -

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Allotted	Taken	Allotted	Taken	Allotted	Taken	Allotted	Taken
February								
2019								

15. Are you registered for Ph.D. -

Yes / No

If Yes Give Details _____

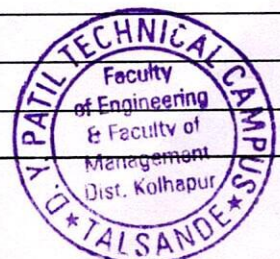
Year of Registration _____

University _____

Expected Time of Completion _____

If No: _____ By When _____

Any Specific Problem of student's solved or taken initiative to solve



Any innovative idea introduced

Papers Published

1) Design, development & applⁿ of scatch geometry 3D motion mixture m/c,

Contribution to industrial development, seminars, etc.

Membership or Fellowship of Professional bodies

Any other Achievement, which you want to claim

Place: D.M.P.T.C. Talsande.

Date: 19/3/19



Self-Appraisal

Name: Prof. T.C. Doijad.

Date of Joining: 11/6/2012 No of Years: _____

Designation On Joining: Asst. Prof. Salary: _____

Last Increment / Promotion:

Date: _____ Year _____

Designation: _____ Current Salary; _____

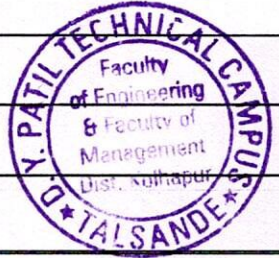
Self-Analysis:

Strength _____

Weakness: _____

Short Term Goal: _____

Long Term Goal: (with respect to development of Institution)



H O D Appraisal Sheet

Part-B

(To be filled by Faculty)

Name of the College: D. Y. Patil Technical Campus, Talasande
Name of Faculty: Prof. T. C. Dole Department: Mechanical Engg.
Name of HOD: Prof. M. S. Faras

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding
0-5 6-10 11-15 16-20 Above 20

Parameters	5	4	3	2	1
1. Quality of Course File		✓			
2. Regularity in maintaining academic diaries		✓			
3. Punctuality	✓				
4. Involvement in Developmental work	✓				
5. Involvement in laboratory development	✓				

Total Score out of (25) = 23

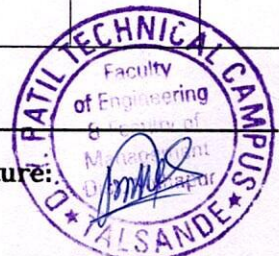
Academic workload details of last one month: - February 2019

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Alloted	Taken	Alloted	Taken	Alloted	Taken	Alloted	Taken
February 2018-2019								

Remarks If Any : _____

HOD Name: Prof. M. S. Faras

Signature: _____



Principal & Registrar Appraisal Sheet

Part-C

(To be filled by Faculty)

Name of the College: D.Y.P.T.C. Talasande

Name of Faculty Prof. T.C. Dole, Department: Mechanical Engg.

(For Office Use Only)

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

1. No of leaves taken in the Year (To be filled by Registrar Only)	CL	ML	OD	C/ Off	Total
	6.5		04	2	
Out of	12				
2. No of Late Remarks in the Year (To be filled by Registrar Only)					
3. Involvement in college development (To be filled by Principal Only)	25	20	15	10	5
4. Total Actual Working Days for the current academic year					

Total Score out of (25) = 20

Any other Feedback by Registrar

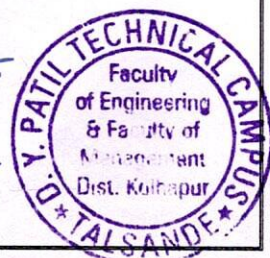
Any other Feedback by Principal

Registrar Name: Bhagje P.m

Signature: [Signature]

Principal Name: Dr. S. R. Pawaskar

Signature: [Signature]



Executive Director Sheet

Part-D

(To be filled by Faculty)

Name of the College: D.Y.P.T.C., Talasande

Name of Faculty Prof. T.C. Duijadh Department: Mechanical Engg.

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

Parameters	5	4	3	2	1
1. Overall Performance					
2. Interpersonal Skills					
3. Disciplinary Skills					
4. Involvement in Developmental work					
5. Value Addition to the institute					

Total Score out of (25) =

Any other Remarks _____

Signature of Executive Director

Consolidated Appraisal Sheet
Human Resources
Part - E

(To be filled by Faculty)

Name of the College: D.M.P.T.C. Jalgaon.
 Name of Faculty Prof. T. C. Dole. Department: Mechanical Engg.
 Date of Joining: 11/6/2018 No of Years with us: _____
 Date of Birth: 4/12/1991 Age: 27 No of Years for Retirement: _____
 Religion: Hindu Caste: Lingayat Constituency: _____
 Highest Qualification: M.E (Design) Current Salary: _____

Last Promotion:

Date: _____ Designation: _____
 Salary: _____

(For Office Use Only)

***RATINGS: -**

Unacceptable	Below Average	Average	Above Average	Outstanding
0-20	20-35	35-60	60-85	Above 85

	HOD	Principal / Registrar	Executive Director	Trustee / Chairman	Overall out of 100	Ratings in Words
Out of 25	25	25	25	25	100	
Average Rating						

a) Eligible For Next Promotion :-

	If Yes	If No	
Change in Designation		-	-
% of Salary		-	-

Remarks:

- _____
- _____

Recommendations: _____

Date: _____

Chief Human Resources & Operations

Management Final Appraisal Sheet

Part - F

Name of the College: _____

Name of Faculty _____ Department: _____

Year: _____

To be continued

YES

NO

Due for Promotion

YES

NO

Due for Salary Hike

YES

NO

Final Remarks if Any

1. _____

2. _____

Signature of Chairman

Signature of Trustee

T-
PERFORMANCE APPRAISAL FOR FACULTY
(Teaching)

Part - A- Self Appraisal
Academic Year 2018-19
(To be filled by Faculty)



1. Name of the College: D.Y. Patil Technical Campus, Faculty of Engg. and Faculty of Management, Talsande.
2. Department: computer science & Engineering.
3. Name of Faculty: Balaji Subhash Jadhav
4. Date of Birth: 28/12/1992 Age: 26 Remaining Years For Retirement: 32
5. Date of Joining this Institute: _____ No of Years: _____
6. Contact No: 8805459331 Designation: Assistant professor
7. Emergency Contact No: - Name: -
8. Type of Appointment: Regular / Adhoc / Contract Basis / Daily Wages _____
9. Current Gross Salary: _____ Aadhaar Card No: 5783 7914 874 1
10. Religion: Hindu Caste: Kaikadi (VJ-4)
11. Address: 252/1B Datta Niwas, Limayewadi, Solapur Pin Code: 413001
12. Name of Constituency Solapur City (Central)
13. Reference Name -: - Contact No: -

14. Educational Qualification:

Sr No	Level	Year of passing	Name of College / University	Percentage of Marks
1	SSC	2008	Pune Board	81.53
2	HSC	-	-	-
3	Diploma (Computer Technology)	2011	MSBTE, Mumbai	76.83
4	Final Year (Graduation) (CSE)	2014	Shivaji University, Kolhapur	67.87
5	Post-Graduation (CSE)	2017	Shivaji University, Kolhapur	66.53
6	Ph. D	-	-	-
7	Other Qualification If Any	-	-	-



Details of Actual Academic Work Load:

Semester	Subject Taught	Class	No of Lectures Allotted Per Week	Taken	Practical Taken Per Week	Tutorial per week	Total Work Load Per Week
Sem - I	IS	TY	3	36	2		5
	CGM	TY	3				3
	ACA	BTech	3		0	1	4
Sem - II	Project management	BTech	4	34		1	5
	Blockchain.	BTech.	4**	40		1	5
	Big data Analytics	BTech.	6	48	2		7

Academic workload details of last one month: -

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Allotted	Taken	Allotted	Taken	Allotted	Taken	Allotted	Taken
February	8	6	-	-	8	7	16	13

15. Are you registered for Ph.D. -

Yes / No

If Yes Give Details _____

Year of Registration _____

University _____

Expected Time of Completion _____

If No: _____ By When Current Academic Year

Any Specific Problem of student's solved or taken initiative to solve



Any innovative idea introduced

student Departmental Library.

Papers Published

Total paper = 02

Contribution to industrial development, seminars, etc.

—

Membership or Fellowship of Professional bodies

—

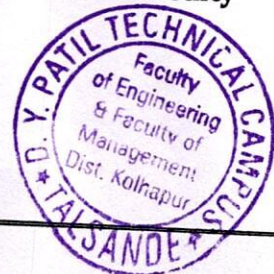
Any other Achievement, which you want to claim

—

Place: Talsande

Date: 19 / 3 / 19

Signature of Faculty



Self-Appraisal

Name: Balaji S. Jadhav

Date of Joining : _____ No of Years : _____

Designation On Joining: _____ Salary : _____

Last Increment / Promotion:

Date: _____ Year _____

Designation: _____ Current Salary; _____

Self-Analysis:

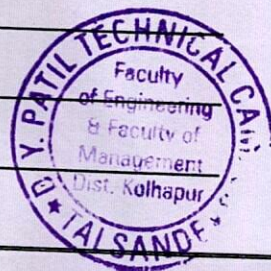
Strength Academics

Weakness: —

Short Term Goal: Improve Academics

Long Term Goal: (with respect to development of Institution)

Develope personality.



H O D Appraisal Sheet

Part-B

(To be filled by Faculty)

Name of the College: D. Y. Patil Technical campus, Talasande.

Name of Faculty: Balaji S. Jadhav Department: CSE

Name of HOD: Umesh A. Patil

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding
- 0-5 6-10 11-15 16-20 Above 20

Parameters	5	4	3	2	1
1. Quality of Course File	✓				
2. Regularity in maintaining academic diaries	✓				
3. Punctuality		✓			
4. Involvement in Developmental work	✓				
5. Involvement in laboratory development	✓				

Total Score out of (25) = 24

Academic workload details of last one month: - February

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Alloted	Taken	Alloted	Taken	Alloted	Taken	Alloted	Taken
February								

Remarks If Any : _____

HOD Name:

Prof. Umesh Patil.

Signature: _____



Principal & Registrar Appraisal Sheet

Part-C

(To be filled by Faculty)

Name of the College: D.Y. Patil Technical Campus, Talsande

Name of Faculty Balaji S. Jadhav Department: CSE

(For Office Use Only)

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

	CL	ML	OD	C/ Off	Total
1. No of leaves taken in the Year (To be filled by Registrar Only)	09		02	0	
Out of	12				
2. No of Late Remarks in the Year (To be filled by Registrar Only)					
3. Involvement in college development (To be filled by Principal Only)	25	20	15	10	5
	20				
4. Total Actual Working Days for the current academic year					

Total Score out of (25) = 20

Any other Feedback by Registrar

Any other Feedback by Principal

Registrar Name: Bhesaje Pm

Signature: Balaji S. Jadhav

Principal Name: Dr. S. R. Pawaskar

Signature: Sateesh



Executive Director Sheet

Part-D

(To be filled by Faculty)

Name of the College: D. Y. Patil Technical Campus, Talsande

Name of Faculty Balaji S. Jadhav Department: CSE

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

Parameters	5	4	3	2	1
1. Overall Performance					
2. Interpersonal Skills					
3. Disciplinary Skills					
4. Involvement in Developmental work					
5. Value Addition to the institute					

Total Score out of (25) =

Any other Remarks _____

Signature of Executive Director

Consolidated Appraisal Sheet
Human Resources
Part - E

(To be filled by Faculty)

Name of the College: D. S. Patil Technical Campus, Talsande.

Name of Faculty B. S. Jadhav Department: CSE

Date of Joining: _____ No of Years with us: _____

Date of Birth: 28/12/1992 Age: 28 No of Years for Retirement: 32

Religion: Hindu Caste: Kaikadi Constituency: Solapur city (Central)

Highest Qualification: ME (CSE) Current Salary: _____

Last Promotion:

Date: _____ Designation: _____

Salary: _____

(For Office Use Only)

***RATINGS: -**

Unacceptable	Below Average	Average	Above Average	Outstanding
0-20	20-35	35-60	60-85	Above 85

	HOD	Principal / Registrar	Executive Director	Trustee / Chairman	Overall out of 100	Ratings in Words
Out of 25	25	25	25	25	100	
Average Rating						

a) Eligible For Next Promotion :-

	If Yes	If No	
Change in Designation		-	-
% of Salary		-	-

Remarks:

1. _____
2. _____

Recommendations: _____

Date:

Chief Human Resources & Operations

T-

Management Final Appraisal Sheet

Part - F

Name of the College: D. Y. Patil Technical Campus, Talsande

Name of Faculty Balaji S. Jadhav Department: CSE

Year: _____

To be continued

YES

NO

Due for Promotion

YES

NO

Due for Salary Hike

YES

NO

Final Remarks if Any

1. _____

2. _____

Signature of Chairman

Signature of Trustee

T-
PERFORMANCE APPRAISAL FOR FACULTY
(Teaching)
Part - A- Self Appraisal
Academic Year 2018-19
(To be filled by Faculty)



1. Name of the College: D Y Patil Technical campus Talsande
2. Department: EGTC Engg.
3. Name of Faculty: Khatavkar Mandar D.
4. Date of Birth: 11 / 10 / 87 Age: 31 Remaining Years For Retirement : _____
5. Date of Joining this Institute: 16/08/2013 No of Years : 5.5
6. Contact No: 8149576010 Designation Asst. Prof.
7. Emergency Contact No: _____ Name _____
8. Type of Appointment : Regular / Adhoc / Contract Basis / Daily Wages _____
9. Current Gross Salary : _____ Aadhaar Card No: 7288 42916310
10. Religion : Hindu Caste : Bramhin
11. Address : 30 'B' ward Geyari Kolhapur Pin Code: 416002
12. Name of Constituency Kolhapur Uttar (North)
13. Reference Name -: _____ Contact No: _____

14. Educational Qualification:

Sr No	Level	Year of passing	Name of College / University	Percentage of Marks
1	SSC	2003	SSC Board, Kolhapur	67.86
2	HSC	2005	HSC Board, Kolhapur	56.67
3	Diploma	2007	DY Patil Polytechnic	61.60
4	Final Year (Graduation)	2012	D.T.P. C.E.T. Kasba Bawda	65.75
5	Post-Graduation	2017	TKIET Wamanagers	63.56
6	Ph. D			
7	Other Qualification If Any			



Details of Actual Academic Work Load:

Semester	Subject Taught	Class	No of Lectures Allotted Per Week	Taken	Practical Taken Per Week	Tutorial per week	Total Work Load Per Week
Sem - I	SS	TE	03	35		01	04
	EMB	BE	04	40	02		06
Sem - II	VLSI	TE	04	40 ⁰	02		06
	MM	TE	04	43	02		06

Academic workload details of last one month: -

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Allotted	Taken	Allotted	Taken	Allotted	Taken	Allotted	Taken
February								
2019	48	31	-	-	08	05	56	36
	48	34	-	-	08	04	56	38

15. Are you registered for Ph.D. -

Yes / No

If Yes Give Details _____

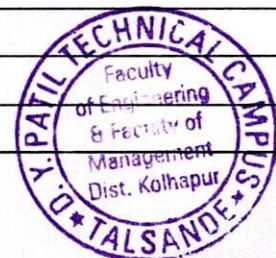
Year of Registration _____

University _____

Expected Time of Completion _____

If No: _____ By When 2020

Any Specific Problem of student's solved or taken initiative to solve



Any innovative idea introduced

Programming club,

Papers Published

"Image stegnography using DCT coefficient and Encryption" IJIERT vol-3 Issue-9 sep-2016

Contribution to industrial development, seminars, etc.

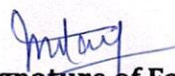
Membership or Fellowship of Professional bodies

ISTE IM-13531R

Any other Achievement, which you want to claim

Place: Talsande

Date: 19.3.2019


Signature of Faculty



Self-Appraisal

Name: Mandar D. Khatarkar

Date of Joining: 16/08/2013 No of Years: 5.5

Designation On Joining: Asst. Prof. Salary: _____

Last Increment / Promotion:

Date: _____ Year _____

Designation: _____ Current Salary; _____

Self-Analysis:

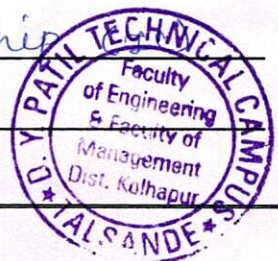
Strength sincerity, Hardworking,

Weakness: Eagerness to complete task.

Short Term Goal: To complete Ph.D.

Long Term Goal: (with respect to development of Institution)

To establish a Lab for chip development.



H O D Appraisal Sheet

Part-B

(To be filled by Faculty)

Name of the College: M.D.T. Pahl Technical Campus, Talasande

Name of Faculty M.D. Khatankar Department: EgTC

Name of HOD: Khatankar M.D.

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

Parameters	5	4	3	2	1
1. Quality of Course File		✓			
2. Regularity in maintaining academic diaries	✓				
3. Punctuality		✓			
4. Involvement in Developmental work	✓				
5. Involvement in laboratory development	✓				

Total Score out of (25) = 23

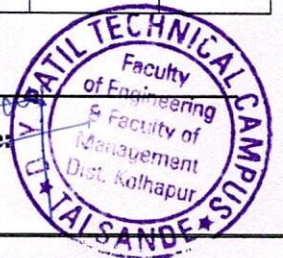
Academic workload details of last one month: - February 2019

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Alloted	Taken	Alloted	Taken	Alloted	Taken	Alloted	Taken
February								
2019	48	31	-	-	08	05	56	36
	31	34	-	-	08	04	56	38

Remarks If Any: _____

HOD Name: Khatankar MD

Signature: _____



Principal & Registrar Appraisal Sheet

Part-C

(To be filled by Faculty)

Name of the College: D. Y. P. T. C. Talsande

Name of Faculty M. D. Khatavkar Department: E & T C

(For Office Use Only)

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding
- 0-5 6-10 11-15 16-20 Above 20**

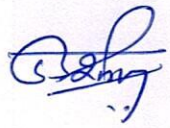
1. No of leaves taken in the Year (To be filled by Registrar Only)	CL	ML	OD	C/ Off	Total
	11.5		02	04	
Out of	12				
2. No of Late Remarks in the Year (To be filled by Registrar Only)					
3. Involvement in college development (To be filled by Principal Only)	25	20	15	10	5
	✓				
4. Total Actual Working Days for the current academic year					

Total Score out of (25) = 20

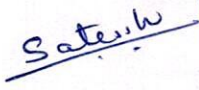
Any other Feedback by Registrar

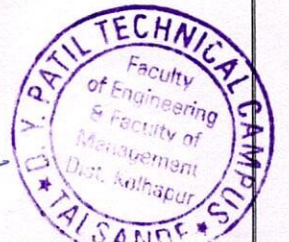
Any other Feedback by Principal

Registrar Name: Bhagje P. M.

Signature: 

Principal Name: Dr. S. R. Pawaskar

Signature: 



Executive Director Sheet

Part-D

(To be filled by Faculty)

Name of the College: D.T.P.T.C. Talsande

Name of Faculty Khataavkar m.p. Department: E&TC

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

Parameters	5	4	3	2	1
1. Overall Performance					
2. Interpersonal Skills					
3. Disciplinary Skills					
4. Involvement in Developmental work					
5. Value Addition to the institute					

Total Score out of (25) =

Any other Remarks _____

Signature of Executive Director

Consolidated Appraisal Sheet
Human Resources
Part - E

(To be filled by Faculty)

Name of the College: D. Y. Patil Technical Campus

Name of Faculty Khatavkar M.D. Department: E & T.C.

Date of Joining: 15/08/13 No of Years with us: 5.5

Date of Birth: 11/10/87 Age: 31 No of Years for Retirement: _____

Religion: Hindu Caste: Bramhin Constituency: North

Highest Qualification: M.F. Electronics Current Salary: _____

Last Promotion:

Date: _____ Designation: _____

Salary: _____

(For Office Use Only)

***RATINGS: -**

Unacceptable	Below Average	Average	Above Average	Outstanding
0-20	20-35	35-60	60-85	Above 85

	HOD	Principal / Registrar	Executive Director	Trustee / Chairman	Overall out of 100	Ratings in Words
Out of 25	25	25	25	25	100	
Average Rating						

a) Eligible For Next Promotion : -

	If Yes	If No	
Change in Designation		-	-
% of Salary		-	-

Remarks:

1. _____

2. _____

Recommendations: _____

Date:

Chief Human Resources & Operations

T-

Management Final Appraisal Sheet

Part - F

Name of the College: D.Y.Pahl Technical campus, Talsande

Name of Faculty M.D.Khatavkar Department: EGTC

Year: 2018-19

To be continued

 YES NO

Due for Promotion

 YES NO

Due for Salary Hike

 YES NO

Final Remarks if Any

1. _____

2. _____

Signature of Chairman

Signature of Trustee

**NT -
PERFORMANCE APPRAISAL FOR STAFF
(Non - Teaching)
Part - A- Self Appraisal
Academic Year 2018-19**



1. Name of the College: D.S. Panil Tehni, Campus Talsande
2. Department: Electrical
3. Name of Staff: Mr. Shailesh Deepak Kulkarni
4. Date of Birth: 13/05/93 Age: 30 Remaining Years For Retirement: 30
5. Date of Joining this Institute: 02/02/2018 No of Years: 0
6. Contact No: 8806187056 Designation Lab Assistant.
7. Emergency Contact No: 9860959875 Name Namita D. Kulkarni.
8. Type of Appointment : Regular / Adhoc / Contract Basis / Daily Wages Adhoc
9. Current Gross Salary : 7000 Aadhaar Card No: 626260086498
10. Religion : Hindu Caste : _____
11. Address : Alp Jakhale Taluka. Panhala Pin Code: 416113
12. Name of Constituency: Panhala
13. Reference Name -: Dr. Sanjay Patil sir. Contact No: _____

14. Educational Qualification:

Sr No	Level	Year of passing	Name of College / University	Percentage of Marks
1	SSC	2012	Kodoli Highschool	41
2	HSC	2014	Kodoli Jr. college	49
3	Diploma			
4	Final Year (Graduation)			
5	Post-Graduation			
6	Ph. D			
7	Other Qualification If Any IT2	2016	Shamrud Panil IT2 college.	



15. Job roles assigned to you: (Please mention in brief)

1. Departmental work
2. Lab practical work
3. Lab maint. work
4. Office work
5. Training work
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.

16. Since when are you working in the same profile? Date 02/02/18 Year 2018-19

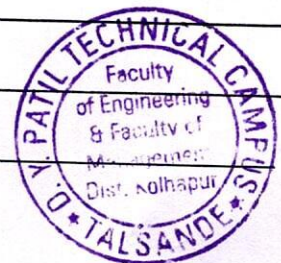
17. Your immediate reporting head?

Name Mr. M.S. Bijali

Designation: HOD

18. Name the committees in which you are working:

- 1) LDC committee.



19. Any specific problem you have solved:

some depart. cook problem

20. Your contribution to the institutional development:

working in NAAC committee work.

21. Any other achievement you want to claim for the year

Place Talsande

Date: 19.3.19


Signature



Self-Appraisal

Name: MR. SHAILESH. D. BULKARNI.

Date of Joining: 02/02/18 No of Years: _____

Designation On Joining: LAB ASSIST. Salary: 7000.

Last Increment / Promotion:

Date: _____ Year _____

Designation: _____ Current Salary; _____

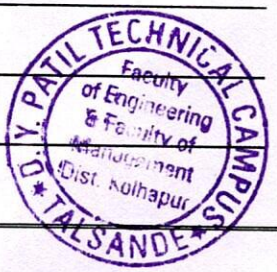
Self-Analysis:

Strength _____

Weakness: _____

Short Term Goal: _____

Long Term Goal: (with respect to development of Institution)



Immediate H O D Appraisal Sheet

Part-B

(To be filled by Staff)

Name of the College: D.Y. Patil Techni. Campus Talsande

Name of Staff Shailesh. D. Kulkarni Department: Electrical

Name of HOD: Prof. M.S. Bijali

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding
0-5 6-10 11-15 16-20 Above 20

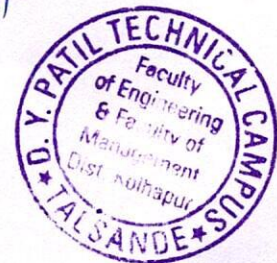
Parameters	5	4	3	2	1
1. Punctuality	✓				
2. Timely Completion of Work		✓			
3. Behavior with other employees	✓				
4. Knowledge of the area	✓				
5. Contribution to the institutional development		✓			

Total Score out of (25) = 23

Any other Remarks _____

HOD Name: Mr. Mohasin S. Bijali

Signature: _____



Principal & Registrar Appraisal Sheet

Part-C

(To be filled by Staff)

Name of the College: D.Y. Patil Techni. Campus

Name of Staff Shailesh. D. Kulkarni Department: Electrical

(For Office Use Only)

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding
- 0-5 6-10 11-15 16-20 Above 20

	CL	ML	OD	C/ Off	Total
1. No of leaves taken in the Year (To be filled by Registrar Only)	06		0	0	
Out of	12				
2. No of Late Remarks in the Year (To be filled by Registrar Only)					
3. Involvement in college development (To be filled by Principal Only)	25	20	15	10	5
		✓			
4. Total Actual Working Days for the current academic year					

Total Score out of (25) = 20

Any other Feedback by Registrar

—

Any other Feedback by Principal

—

Registrar Name: Bhagaje

Signature: Bhagaje

Principal Name: Dr. S.R. Pawaskar

Signature: Satesh



Executive Director Sheet

Part-D

(To be filled by Staff)

Name of the College: D. Y. Pahl Teohri. Campus

Name of Staff Shailesh. D. Kulkarni Department: Electrical

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding
0-5 6-10 11-15 16-20 Above 20

Parameters	5	4	3	2	1
1. Overall Performance					
2. Interpersonal Skills					
3. Disciplinary Skills					
4. Involvement in Developmental work					
5. Value Addition to the institute					

Total Score out of (25) =

Any other Remarks _____

Signature of Executive Director

Consolidated Appraisal Sheet
Human Resources
Part - E

(To be filled by Staff)

Name of the College: D.Y. Pabli Techni. Campus Talasande

Name of Staff Shailabh. D. Kulkarni Department: Electrical

Date of Joining: 02/02/18 No of Years with us: _____

Date of Birth: 13/05/93 Age: 30 No of Years for Retirement : 30

Religion: _____ Caste: _____ Constituency: _____

Highest Qualification: _____ Current Salary : 7000

Last Promotion:

Date: _____ Designation: _____

Salary: _____

(For Office Use Only)

***RATINGS: -**

Unacceptable	Below Average	Average	Above Average	Outstanding
0-20	20-35	35-60	60-85	Above 85

	HOD	Principal / Registrar	Executive Director	Trustee / Chairman	Overall out of 100	Ratings in Words
Out of 25	25	25	25	25	100	
Average Rating						

a) Eligible For Next Promotion :-

	If Yes	If No	
Change in Designation		-	-
% of Salary		-	-

Remarks:

1. _____

2. _____

Recommendations: _____

Date:

Chief Human Resources & Operations

NT-

Management Final Appraisal Sheet

Part - F

Name of the College: DY patil Techni. Campus Falsande

Name of Staff Shajeeh. D. Kulkarni. Department: Electrical

Year: 2018-19

To be continued

 Yes No

Due for Promotion

 Yes No

Due for Salary Hike

 Yes No

Final Remarks if Any

1. _____

2. _____

Signature of Chairman

Signature of Trustee

T-
PERFORMANCE APPRAISAL FOR FACULTY
(Teaching)
Part - A- Self Appraisal
Academic Year 2018-19
(To be filled by Faculty)



1. Name of the College: D.Y. Patil Technical Campus, Talsande, Kolhapur
2. Department: Civil Engineering Department
3. Name of Faculty: Assst. prof. Mansing M. Rabade
4. Date of Birth: 11/06/75 Age: 44 Remaining Years For Retirement: 16 yrs
5. Date of Joining this Institute: 01/07/2014 No of Years: 04.5 yrs.
6. Contact No: 9422418705 Designation Assst. prof
7. Emergency Contact No: 9422418705 Name self
8. Type of Appointment: Regular / Adhoc / Contract Basis / Daily Wages Adhoc
9. Current Gross Salary: 24,000/- Aadhaar Card No: 380682885352
10. Religion: Hindu Caste: Maratha
11. Address: R.S.No.1038/1, plot No.28, New Wahi Park, Pin Code: 416012
12. Name of Constituency Kolhapur South
13. Reference Name -: _____ Contact No: _____

14. Educational Qualification:

Sr No	Level	Year of passing	Name of College / University	Percentage of Marks
1	SSC	1990	Maharashtra High School Kolhapur	56.28%
2	HSC	1992	Maharashtra High School Kolhapur	45.17%
3	Diploma	1995	New Polytechnic Kolhapur MSBTE	65.09%
4	Final Year (Graduation)	1999	D.Y. Patil College of Engg & Tech, Keshavnagar, Kolhapur	60.00%
5	Post-Graduation	2016	Department of Technology, Shivaji University, Kolhapur	59%
6	Ph. D	-		
7	Other Qualification If Any	-		



Details of Actual Academic Work Load:

Semester	Subject Taught	Class	No of Lectures Allotted Per Week	Taken	Practical Taken Per Week	Tutorial per week	Total Work Load Per Week
Sem - I	BCM	SE	03	03	02 X 03	-	09
	QSU	Final B.E	03	03	04 X 03	-	15
Sem - II	BDD	SE	04	04	04 X 03	-	16
	TEHII	Final BE	03	03	-	-	03

Academic workload details of last one month: -

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Allotted	Taken	Allotted	Taken	Allotted	Taken	Allotted	Taken
February 2019	20	20	-	-	16	16	36	36

15. Are you registered for Ph.D. - yes Yes / No

If Yes Give Details _____

Year of Registration -

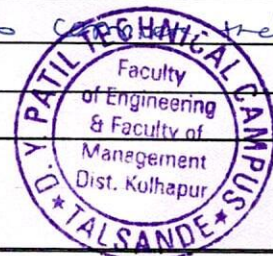
University -

Expected Time of Completion -

If No: _____ By When within one year i will take admission to PhD

Any Specific Problem of student's solved or taken initiative to solve

students who try to leave the college without completion of degree then my approach is to mentor them to complete their degree in time



Any innovative idea introduced

-

Papers Published

-

Contribution to industrial development, seminars, etc.

contributed to take seminars & industrial programme like
guest lecture etc.

Membership or Fellowship of Professional bodies

-

Any other Achievement, which you want to claim

-

Place: Talsande

Date: 19/3/2019

Signature of Faculty



Self-Appraisal

Name: Mansing Maruti Rabade

Date of Joining: 01/07/2015 No of Years: 4.5 years

Designation On Joining: Asst. Prof. Salary: 22,000/-

Last Increment / Promotion:

Date: 29/08/ Year 2016

Designation: Asst. Prof. Current Salary: 24,000/-

Self-Analysis:

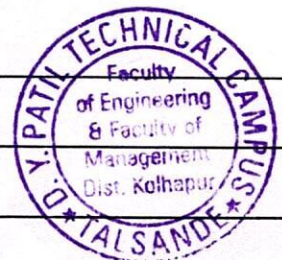
Strength work honestly and also to take initiative in
new work

Weakness: Trust on anybody immediately

Short Term Goal: Get admission to PhD

Long Term Goal: (with respect to development of Institution)

To promote my Institute in top.



H O D Appraisal Sheet

Part-B

(To be filled by Faculty)

Name of the College: D.Y. Patil Technical Campus, Talasande

Name of Faculty Rabade Manoj M. Department: Civil

Name of HOD: _____

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding
0-5 6-10 11-15 16-20 Above 20

Parameters	5	4	3	2	1
1. Quality of Course File	✓				
2. Regularity in maintaining academic diaries		✓			
3. Punctuality		✓			
4. Involvement in Developmental work	✓				
5. Involvement in laboratory development	✓				

Total Score out of (25) = 23

Academic workload details of last one month: - February 2019

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Alloted	Taken	Alloted	Taken	Alloted	Taken	Alloted	Taken
February								
2019								

Remarks If Any : _____

HOD Name:

V. P. Patil

Signature: _____



Principal & Registrar Appraisal Sheet

Part-C

(To be filled by Faculty)

Name of the College: D.Y. Patil Technical Campus Talasande

Name of Faculty Rabade Mansing M. Department: Civil

(For Office Use Only)

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

1. No of leaves taken in the Year (To be filled by Registrar Only)	CL	ML	OD	C/ Off	Total
	02		09	01	
Out of	12				
2. No of Late Remarks in the Year (To be filled by Registrar Only)					
3. Involvement in college development (To be filled by Principal Only)	25	20	15	10	5
4. Total Actual Working Days for the current academic year					

Total Score out of (25) = 20

Any other Feedback by Registrar

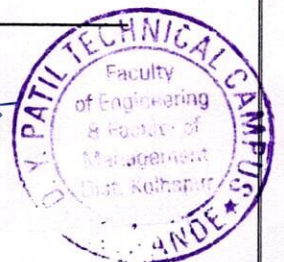
Any other Feedback by Principal

Registrar Name: Bhagaje P.M

Signature: [Signature]

Principal Name: Dr. S. R. Pawaskar

Signature: [Signature]



Executive Director Sheet

Part-D

(To be filled by Faculty)

Name of the College: D.Y. Patil Technical Campus, Talsonde

Name of Faculty Rabade Mansing M. Department: Civil

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

Parameters	5	4	3	2	1
1. Overall Performance					
2. Interpersonal Skills					
3. Disciplinary Skills					
4. Involvement in Developmental work					
5. Value Addition to the institute					

Total Score out of (25) =

Any other Remarks _____

Signature of Executive Director

Consolidated Appraisal Sheet
Human Resources
Part - E

(To be filled by Faculty)

Name of the College: D.Y. Patil Technical Campus, Talajande

Name of Faculty Rabade Manjira M Department: Civil

Date of Joining: 01/07/2019 No of Years with us: 09-5 TD

Date of Birth: 11/06/75 Age: 44 No of Years for Retirement: 16

Religion: Hindu Caste: Marath Constituency: Kulhaver-Saur

Highest Qualification: M.Tech Current Salary: 24,000/-

Last Promotion:

Date: - Designation: -

Salary: -

(For Office Use Only)

***RATINGS: -**

Unacceptable	Below Average	Average	Above Average	Outstanding
0-20	20-35	35-60	60-85	Above 85

	HOD	Principal / Registrar	Executive Director	Trustee / Chairman	Overall out of 100	Ratings in Words
Out of 25	25	25	25	25	100	
Average Rating						

a) Eligible For Next Promotion :-

	If Yes	If No	
Change in Designation		-	-
% of Salary		-	-

Remarks:

1. _____

2. _____

Recommendations: _____

Date:

Chief Human Resources & Operations

T-

Management Final Appraisal Sheet

Part - F

Name of the College: D.Y. Patil Technical Campus, Talajande

Name of Faculty Rabade Mansing M. Department: Civil

Year: _____

To be continued

YES

NO

Due for Promotion

YES

NO

Due for Salary Hike

YES

NO

Final Remarks if Any

1. _____

2. _____

Signature of Chairman

Signature of Trustee

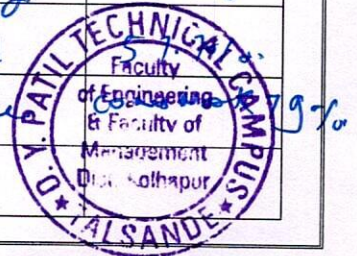
T-
PERFORMANCE APPRAISAL FOR FACULTY
(Teaching)
Part - A- Self Appraisal
Academic Year 2018-19
(To be filled by Faculty)



1. Name of the College: DY Patil, Technical Campus, Faculty of Management, Kolhapur
2. Department: MBA
3. Name of Faculty: Mrs. Mayuri Loukik Kulkarni
4. Date of Birth: 19/11/1989 Age: _____ Remaining Years For Retirement: 30
5. Date of Joining this Institute: 19-12-2017 No of Years: 04
6. Contact No: 8149560111 Designation Asst. Professor.
7. Emergency Contact No: 8149560111 Name Loukik Kulkarni
8. Type of Appointment : Regular / Adhoc / Contract Basis / Daily Wages _____
9. Current Gross Salary : 23,000 Aadhaar Card No: 767015564925
10. Religion : Hindu Caste : Brahmin
11. Address : Kolhapur Pin Code: 416113
12. Name of Constituency Peth & edgaon
13. Reference Name -: _____ Contact No: _____

14. Educational Qualification:

Sr No	Level	Year of passing	Name of College / University	Percentage of Marks
1	SSC	2005	Latur board	79%
2	HSC	2007	Latur board	60.8%
3	Diploma	—	—	—
4	Final Year (Graduation)	2012	Pune university	60.0%
5	Post-Graduation	2015	Pune university	60.0%
6	Ph. D	2021	Bhamburda U, Pune	79%
7	Other Qualification If Any			



Details of Actual Academic Work Load:

Semester	Subject Taught	Class	No of Lectures Allotted Per Week	Taken	Practical Taken Per Week	Tutorial per week	Total Work Load Per Week
Sem - I	IT for ^{month}	F.Y.	20	20	—	—	20
	MIS for ^{month}	F.Y.	20	20	—	—	20
Sem - II	BIA	S.Y.	20	20	—	—	20
	Prod-I	S.Y.	20	20	—	—	20
	Prod-II	S.Y.	20	20	—	—	20

Academic workload details of last one month: -

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Allotted	Taken	Allotted	Taken	Allotted	Taken	Allotted	Taken
February								
2019								

15. Are you registered for Ph.D. -

Yes/ No

If Yes Give Details _____

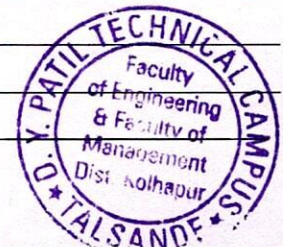
Year of Registration _____

University _____

Expected Time of Completion _____

If No: _____ By When _____

Any Specific Problem of student's solved or taken initiative to solve



Any innovative idea introduced

Papers Published


Contribution to industrial development, seminars, etc.

Membership or Fellowship of Professional bodies

Any other Achievement, which you want to claim

Place: *Talsande*

Date: *19/3/19*

Signature of Faculty 


H O D Appraisal Sheet

Part-B

(To be filled by Faculty)

Name of the College: DTC Talsande

Name of Faculty Mayuri kulkarni Department: MBA

Name of HOD: Gunali Dixau

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding
0-5 6-10 11-15 16-20 Above 20

Parameters	5	4	3	2	1
1. Quality of Course File	✓				
2. Regularity in maintaining academic diaries		✓			
3. Punctuality	✓				
4. Involvement in Developmental work		✓			
5. Involvement in laboratory development	✓				

Total Score out of (25) = 23

Academic workload details of last one month: - February ~~2019~~

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Alloted	Taken	Alloted	Taken	Alloted	Taken	Alloted	Taken
February								
2019								

Remarks If Any : _____

HOD Name:

Gunali Dixau

Signature:





Principal & Registrar Appraisal Sheet

Part-C

(To be filled by Faculty)

Name of the College: DTC, Talsande

Name of Faculty: Mayuri Kulkarni

Department: MBA

(For Office Use Only)

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

1. No of leaves taken in the Year (To be filled by Registrar Only)	CL	ML	OD	C/ Off	Total
	9.5		0	0	
Out of	12				
2. No of Late Remarks in the Year (To be filled by Registrar Only)					
3. Involvement in college development (To be filled by Principal Only)	25	20	15	10	5
	20				
4. Total Actual Working Days for the current academic year					

Total Score out of (25) = 20

Any other Feedback by Registrar

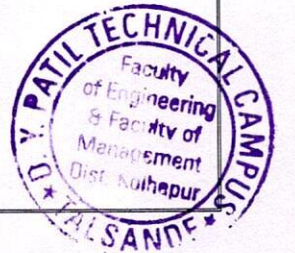
Any other Feedback by Principal

Registrar Name: Blagye P.m

Signature: [Signature]

Principal Name: Dr. S. R. Pawaskar

Signature: [Signature]



Consolidated Appraisal Sheet
Human Resources
Part - E

(To be filled by Faculty)

Name of the College: DTC, Talasande

Name of Faculty Mayurzi Kulkarni Department: MBA

Date of Joining: _____ No of Years with us: _____

Date of Birth: _____ Age: _____ No of Years for Retirement : _____

Religion: _____ Caste: _____ Constituency: _____

Highest Qualification: _____ Current Salary : _____

Last Promotion:

Date: _____ Designation: _____

Salary: _____

(For Office Use Only)

*RATINGS: -

Unacceptable	Below Average	Average	Above Average	Outstanding
0-20	20-35	35-60	60-85	Above 85

	HOD	Principal / Registrar	Executive Director	Trustee / Chairman	Overall out of 100	Ratings in Words
Out of 25	25	25	25	25	100	
Average Rating						

a) Eligible For Next Promotion :-

	If Yes	If No	
Change in Designation		-	-
% of Salary		-	-

Remarks:

1. _____

2. _____

Recommendations: _____

Date:

Chief Human Resources & Operations

Executive Director Sheet

Part-D

(To be filled by Faculty)

Name of the College: DTC, Talsande

Name of Faculty Mayuri kulkarni Department: MBA

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

Parameters	5	4	3	2	1
1. Overall Performance					
2. Interpersonal Skills					
3. Disciplinary Skills					
4. Involvement in Developmental work					
5. Value Addition to the institute					

Total Score out of (25) =

Any other Remarks _____

Signature of Executive Director

T-

Management Final Appraisal Sheet

Part - F

Name of the College: _____

Name of Faculty _____ Department: _____

Year: _____

To be continued

YES

NO

Due for Promotion

YES

NO

Due for Salary Hike

YES

NO

Final Remarks if Any

1. _____

2. _____

Signature of Chairman

Signature of Trustee

Self-Appraisal

Name: _____

Date of Joining : _____ No of Years : _____

Designation On Joining: _____ Salary : _____

Last Increment / Promotion:

Date: _____ Year _____

Designation: _____ Current Salary; _____

Self-Analysis:

Strength _____

Weakness: _____

Short Term Goal: _____

Long Term Goal: (with respect to development of Institution)

T-
PERFORMANCE APPRAISAL FOR FACULTY
(Teaching)

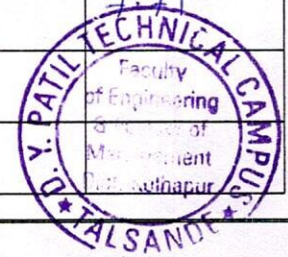
Part - A- Self Appraisal
Academic Year 2018-19
(To be filled by Faculty)



1. Name of the College: D. Y. Patil Technical Campus, Talasande.
2. Department: Electrical Engineering
3. Name of Faculty: Aniket C. Daiv
4. Date of Birth: 20/12/1988 Age: _____ Remaining Years For Retirement: _____
5. Date of Joining this Institute: 23/06/2014 No of Years: 04.
6. Contact No: 8888271212 Designation Asst. Professor
7. Emergency Contact No: 8888745770 Name Priyanka Daiv
8. Type of Appointment: Regular / Adhoc / Contract Basis / Daily Wages Adhoc
9. Current Gross Salary: _____ Aadhaar Card No: 5638 90415347.
10. Religion: Hindu Caste: Sali
11. Address: A/p - Islampur Pin Code: 415409
12. Name of Constituency Hatkanangali.
13. Reference Name -: _____ Contact No: _____

14. Educational Qualification:

Sr No	Level	Year of passing	Name of College / University	Percentage of Marks
1	SSC	2004	Adarsh Balak Mandir Islampur	64.93%.
2	HSC	2006	Vidyamandir Jr High School, Islampur	55.50%.
3	Diploma			
4	Final Year (Graduation)	2011	ADCET, Ashfa	67%.
5	Post-Graduation	2016	BSCOER, Nasha	77.1
6	Ph. D			
7	Other Qualification If Any			



Details of Actual Academic Work Load:

Semester	Subject Taught	Class	No of Lectures Allotted Per Week	Taken	Practical Taken Per Week	Tutorial per week	Total Work Load Per Week
Sem - I	Advanced Switchgear & Protection	BE	04		03		10
	Project Phase I	BE	09		03		06
Sem - II	HVDC System	BE	04		03		10
	Project Phase II	BE	09		03		06

Academic workload details of last one month: -

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Allotted	Taken	Allotted	Taken	Allotted	Taken	Allotted	Taken
February								

15. Are you registered for Ph.D. -

Yes / No

If Yes Give Details _____

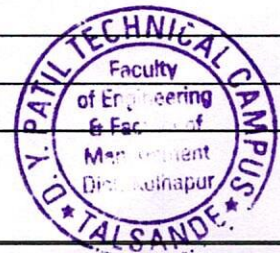
Year of Registration _____

University _____

Expected Time of Completion _____

If No: _____ By When _____

Any Specific Problem of student's solved or taken initiative to solve



Any innovative idea introduced

Papers Published

Contribution to industrial development, seminars, etc.

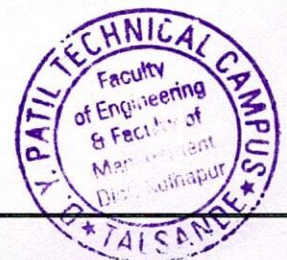
Membership or Fellowship of Professional bodies

Any other Achievement, which you want to claim

Place: Talsande

Date: 19/3/19


Signature of Faculty



Self-Appraisal

Name: Aniket Daiv

Date of Joining: 23/6/2014 No of Years: 04

Designation On Joining: Asst. Professor Salary: _____

Last Increment / Promotion:

Date: _____ Year _____

Designation: _____ Current Salary; _____

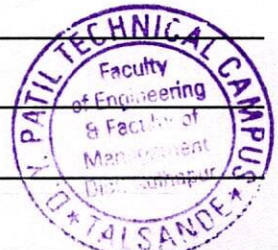
Self-Analysis:

Strength _____

Weakness: _____

Short Term Goal: _____

Long Term Goal: (with respect to development of Institution)



H O D Appraisal Sheet

Part-B

(To be filled by Faculty)

Name of the College: D.Y. Patil Technical Campus, Talegaon.

Name of Faculty: Aziket Dairv Department: Electrical Engg

Name of HOD: Mr. M.S. Bijali

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

Parameters	5	4	3	2	1
1. Quality of Course File	✓				
2. Regularity in maintaining academic diaries		✓			
3. Punctuality	✓				
4. Involvement in Developmental work		✓			
5. Involvement in laboratory development	✓				

Total Score out of (25) = 23

Academic workload details of last one month: - February ~~2018~~

Month	No of Lectures Taken		No of Tutorials		No of Practical's		Total	
	Alloted	Taken	Alloted	Taken	Alloted	Taken	Alloted	Taken
February								
2019								

Remarks If Any: _____

HOD Name: Mr. Mohasin S. Bijali

Signature: _____



Principal & Registrar Appraisal Sheet

Part-C

(To be filled by Faculty)

Name of the College: D.Y. Patil Technical Campus, Taleande
Name of Faculty: Aniket Dairv Department: Electrical Engg

(For Office Use Only)

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5 6-10 11-15 16-20 Above 20


	CL	ML	OD	C/ Off	Total
1. No of leaves taken in the Year (To be filled by Registrar Only)	12		03	2	
Out of	12				
2. No of Late Remarks in the Year (To be filled by Registrar Only)					
3. Involvement in college development (To be filled by Principal Only)	25	20	15	10	5
	20				
4. Total Actual Working Days for the current academic year					

Total Score out of (25) = 20


Any other Feedback by Registrar

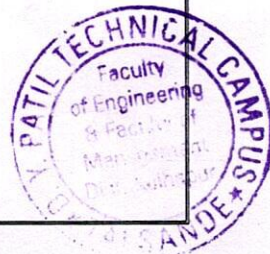
Any other Feedback by Principal

Registrar Name: Bhagye P.m

Signature: 

Principal Name: Dr. S. R. Pawaskar

Signature: 



Executive Director Sheet

Part-D

(To be filled by Faculty)

Name of the College: D.Y. Patil Technical Campus, Talasande

Name of Faculty Aziket Dairv Department: Electrical Engg

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

Parameters	5	4	3	2	1
1. Overall Performance					
2. Interpersonal Skills					
3. Disciplinary Skills					
4. Involvement in Developmental work					
5. Value Addition to the institute					

Total Score out of (25) =

Any other Remarks _____

Signature of Executive Director

Consolidated Appraisal Sheet
Human Resources
Part - E

(To be filled by Faculty)

Name of the College: D.Y. Patil Technical Campus, Talegaon
 Name of Faculty Aniket Dair Department: Electrical
 Date of Joining: 23/6/2014 No of Years with us: 04
 Date of Birth: 20/12/1988 Age: _____ No of Years for Retirement : _____
 Religion: Hindu Caste: Sali Constituency: Hatkanargale
 Highest Qualification: ME(PS) Current Salary : _____

Last Promotion:

Date: _____ Designation: _____
 Salary: _____

(For Office Use Only)

***RATINGS: -**

Unacceptable	Below Average	Average	Above Average	Outstanding
0-20	20-35	35-60	60-85	Above 85

	HOD	Principal / Registrar	Executive Director	Trustee / Chairman	Overall out of 100	Ratings in Words
Out of 25	25	25	25	25	100	
Average Rating						

a) Eligible For Next Promotion : -

	If Yes	If No	
Change in Designation		-	-
% of Salary		-	-

Remarks:

1. _____
2. _____

Recommendations: _____

Date:

Chief Human Resources & Operations

T-

Management Final Appraisal Sheet

Part - F

Name of the College: D. P. Patil Technical Campus, Talasande.

Name of Faculty Aniket Daiv Department: Electrical Engg

Year: -2018-19

To be continued

YES

NO

Due for Promotion

YES

NO

Due for Salary Hike

YES

NO

Final Remarks if Any

1. _____

2. _____

Signature of Chairman

Signature of Trustee

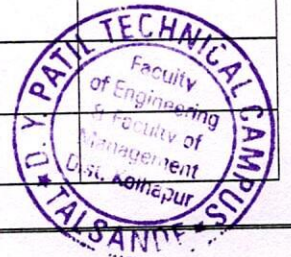
**NT -
PERFORMANCE APPRAISAL FOR STAFF
(Non - Teaching)
Part - A- Self Appraisal
Academic Year 2018-19**



1. Name of the College: D.Y. Patil Technical Campus Talsande
2. Department: civil
3. Name of Staff: Suresh Gangaram Shelake
4. Date of Birth: 02/01/1998 Age: 25 Remaining Years For Retirement: _____
5. Date of Joining this Institute: 11-06-2018 No of Years: _____
6. Contact No: 8407982172 Designation: Peon
7. Emergency Contact No: 8275358164 Name: _____
8. Type of Appointment : Regular / Adhoc / Contract Basis / Daily Wages _____
9. Current Gross Salary : 8,000/- Aadhaar Card No: 3837 1043 7460
10. Religion : Hindu Caste: NT - C
11. Address : At: Vesaraj, Asalaj, Gaganbavda Pin Code: 416206
12. Name of Constituency: _____
13. Reference Name -: _____ Contact No: _____

14. Educational Qualification:

Sr No	Level	Year of passing	Name of College / University	Percentage of Marks
1	SSC	2013	M.V. Asalaj	72.18%
2	HSC	2015	Dr. D.Y. Patil Jr. college Kadambwadi	63.23%
3	Diploma			
4	Final Year (Graduation)	2018	Shivaji University Kolhapur	49.61%
5	Post-Graduation			
6	Ph. D			
7	Other Qualification If Any			



15. Job roles assigned to you: (Please mention in brief)

1. लॅब क्लिनिंग करो
2. टेबल पुसो
3. डोरिन्स काटो
4. क्लेसरूम क्लेनिंग करो
5. लॅब व क्लेसरूम डेसो व वेद करो
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.

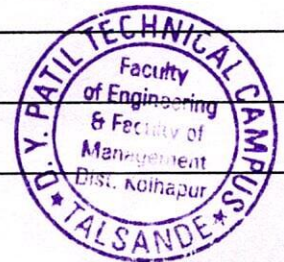
16. Since when are you working in the same profile? Date _____ Year _____

17. Your immediate reporting head?

Name वि. पा. पारील

Designation: H.O.D

18. Name the committees in which you are working :



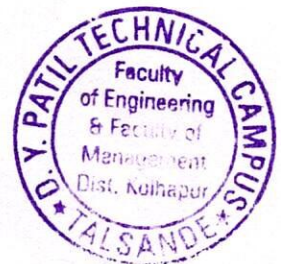
19. Any specific problem you have solved:

20. Your contribution to the institutional development:

21. Any other achievement you want to claim for the year

Place Talsande
Date: 19/3/19

[Handwritten Signature]
Signature



Self-Appraisal

Name: वसुधा विजयराव शेळके

Date of Joining: 11-06-2018 No of Years: _____

Designation On Joining: शिपाई Salary: 8,000/-

Last Increment / Promotion:

Date: _____ Year _____

Designation: _____ Current Salary; _____

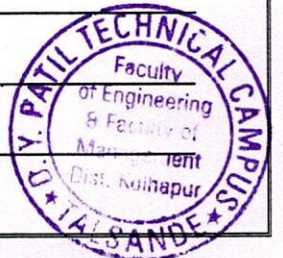
Self-Analysis:

Strength _____

Weakness: _____

Short Term Goal: _____

Long Term Goal: (with respect to development of Institution)



Immediate H O D Appraisal Sheet

Part-B

(To be filled by Staff)

Name of the College: डि. वाय. पाटील टेक्निकल कॅम्पस तालंडे

Name of Staff सुरेश गंगाराम रोबळे Department: डिप्लोमा

Name of HOD: निखनाथ पांडुरंग पाटील

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding
- 0-5 6-10 11-15 16-20 Above 20**

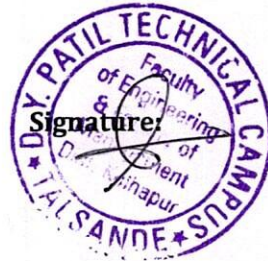
Parameters	5	4	3	2	1
1. Punctuality					
2. Timely Completion of Work					
3. Behavior with other employees					
4. Knowledge of the area					
5. Contribution to the institutional development					

Total Score out of (25) =

Any other Remarks _____

HOD Name:

V.P. Patil



Principal & Registrar Appraisal Sheet

Part-C

(To be filled by Staff)

Name of the College: डि. व्हाय. पाटील टेक्निकल कॉलेज रावळदे
Name of Staff: सुरेश शंभाराम शेळके Department: सिस्टिम्स

(For Office Use Only)

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding
0-5 6-10 11-15 16-20 Above 20

1. No of leaves taken in the Year (To be filled by Registrar Only)	CL	ML	OD	C/ Off	Total
		06		04	06
Out of	12				
2. No of Late Remarks in the Year (To be filled by Registrar Only)					
3. Involvement in college development (To be filled by Principal Only)	25	20	15	10	5
		✓			
4. Total Actual Working Days for the current academic year					

Total Score out of (25) = 20

Any other Feedback by Registrar

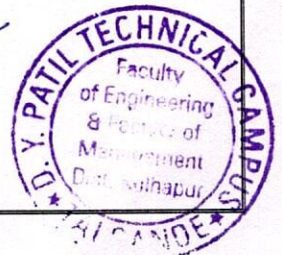
Any other Feedback by Principal

Registrar Name: Bhagya P.M

Signature: [Signature]

Principal Name: Dr. S. R. Pawaskar

Signature: [Signature]



Executive Director Sheet

Part-D

(To be filled by Staff)

Name of the College: डि. वाय. पाटील टेक्निकल कॉलेज तळसंदे
Name of Staff सुरेश गंगाराम शेके Department: सिस्टिम

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding
0-5 6-10 11-15 16-20 Above 20

Parameters	5	4	3	2	1
1. Overall Performance					
2. Interpersonal Skills					
3. Disciplinary Skills					
4. Involvement in Developmental work					
5. Value Addition to the institute					

Total Score out of (25) =

Any other Remarks _____

Signature of Executive Director

Consolidated Appraisal Sheet
Human Resources
Part - E

(To be filled by Staff)

Name of the College: डि. वाय. पटिल टेक्निकल कॉम्प्लेक्स तालांडे

Name of Staff सुरेश गंगाधर शेठ Department: सिद्धि

Date of Joining: 11-06-2018 No of Years with us: _____

Date of Birth: 02-01-1998 Age: 22 No of Years for Retirement : _____

Religion: Hindu Caste: NT-C Constituency: _____

Highest Qualification: B.Com Current Salary : 8,000/-

Last Promotion:

Date: _____ Designation: _____

Salary: _____

(For Office Use Only)

***RATINGS: -**

Unacceptable	Below Average	Average	Above Average	Outstanding
0-20	20-35	35-60	60-85	Above 85

	HOD	Principal / Registrar	Executive Director	Trustee / Chairman	Overall out of 100	Ratings in Words
Out of 25	25	25	25	25	100	
Average Rating						

a) Eligible For Next Promotion :-

	If Yes	If No	
Change in Designation		-	-
% of Salary		-	-

Remarks:

- _____
- _____

Recommendations: _____

Date:

Chief Human Resources & Operations

NT-

Management Final Appraisal Sheet

Part - F

Name of the College: डि. वाय पाटील टेक्निकल कॉम्प्लेक्स रावळवंदे
Name of Staff सुशेला बांगाराम शेळके Department: सिविल
Year: _____

To be continued

Yes

No

Due for Promotion

Yes

No

Due for Salary Hike

Yes

No

Final Remarks if Any

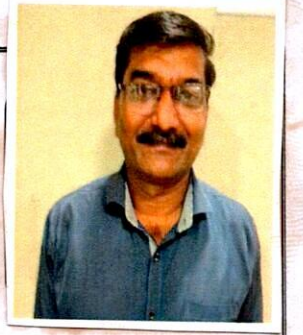
1. _____

2. _____

Signature of Chairman

Signature of Trustee

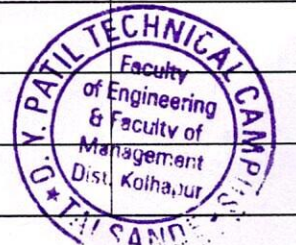
**NT -
PERFORMANCE APPRAISAL FOR STAFF
(Non - Teaching)
Part - A- Self Appraisal
Academic Year 2018-19**



1. Name of the College: राहुब पाटुंगा रोड
2. Department: जनरल इन्जिनियरिंग
3. Name of Staff: _____
4. Date of Birth: 21/07/1977 Age: 36 Remaining Years For Retirement: _____
5. Date of Joining this Institute: 11/06/2018 No of Years: 6
6. Contact No: 8788 08786 Designation: _____
7. Emergency Contact No: 878808786 Name: —
8. Type of Appointment : Regular / Adhoc / Contract Basis / Daily Wages _____
9. Current Gross Salary: 8000/- Aadhaar Card No: 830881118161
10. Religion : हिंदू Caste : यामांक
11. Address : 699/11 डावलेट नगर विश्वकर्मा हा सोको Pin Code: 416012
12. Name of Constituency: _____
13. Reference Name :- _____ Contact No: _____

14. Educational Qualification:

Sr No	Level	Year of passing	Name of College / University	Percentage of Marks
1	SSC	1994-95	राहुब दमागद हा मल्लू	75%
2	HSC		राहुब दमागद	
3	Diploma			
4	Final Year (Graduation)			
5	Post-Graduation			
6	Ph. D			
7	Other Qualification If Any			



15. Job roles assigned to you: (Please mention in brief)

1. H.O.D. लेखित कार्य देवणे व उद्योग व वेद उरणे.
2. व H.O.D. ना कागज उभात मदत उरणे.
3. जनरल इन्फोर्मिशन या इतर ठेव उद्योग व वेद
4. करणे व रोक राखणे करणे.
5. डिपॉजिट स्थापना तगोव ति काम करणे.
6. जनरल इन्फोर्मिशन या कायदात मदत उद्योग
7. व राखणे देवणे. व ज्ञानात सर्व कायदात-
8. व वेद या कादर/वेद वेद करणे या ज्ञानात
9. वेद करणे. इत्यादी.
10. अंतिम काम - सब ज्ञानात व वेद
11. इतर कामात लि. इ. इ. या कायदात मदत करणे.
12. पारिभाषिक काम करणे. व कायदात
13. वेद कायदात मदत करणे व कायदात राखणे देवणे व उद्योग
14. वेद करणे व वेद वेद देवणे व वेद कायदात
15. इत्यादी काम करणे इत्यादी.

16. Since when are you working in the same profile? Date _____ Year _____

17. Your immediate reporting head?

Name _____

Designation: _____

18. Name the committees in which you are working :



19. Any specific problem you have solved:

20. Your contribution to the institutional development:

21. Any other achievement you want to claim for the year 2018-19:

Place *Asinde*

Date: 19/3/19

Asinde
Signature



Self-Appraisal

Name: खिला पंडित शिव

Date of Joining: 11/06/1918 No of Years: 6

Designation On Joining: _____ Salary: _____

Last Increment / Promotion:

Date: _____ Year _____

Designation: _____ Current Salary; _____

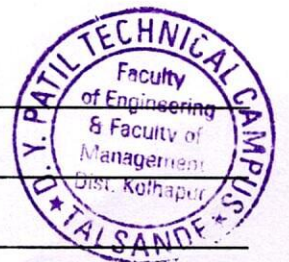
Self-Analysis:

Strength अभ्युक्ति जो-जो काम समता ली नि नियमित-
पणे व्यवस्थित करते. व मंत्री जाबाबदारी के व
प्राथमिक्य प्राप्ति काम करते. को.

Weakness: _____

Short Term Goal: _____

Long Term Goal: (with respect to development of Institution)



Immediate H O D Appraisal Sheet

Part-B

(To be filled by Staff)

Name of the College: डा. वा. पाटील टेक्निकल कॅम्पस मंड्यूर

Name of Staff: राहुल पांडुरंग बिंदे Department: _____

Name of HOD: डा. नरसिंहराव सर

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding
0-5 6-10 11-15 16-20 Above 20

Parameters	5	4	3	2	1
1. Punctuality					
2. Timely Completion of Work					
3. Behavior with other employees					
4. Knowledge of the area					
5. Contribution to the institutional development					

Total Score out of (25) =

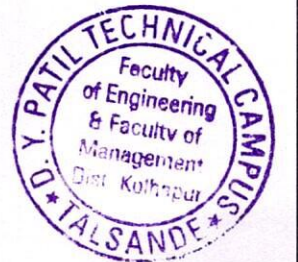
Any other Remarks _____

HOD Name:

Dr. Naikwadi H.M.

Signature:

[Handwritten Signature]



Principal & Registrar Appraisal Sheet

Part-C

(To be filled by Staff)

Name of the College: डॉ. वाय. पुरीष देसायनर उमृद मरुवर.
Name of Staff: ररुद डरुकर ररुद Department: उमरुद इरुकररुद

(For Office Use Only)

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

1. No of leaves taken in the Year (To be filled by Registrar Only)	CL	ML	OD	C/ Off	Total
		9.5		0	2
Out of	12				
2. No of Late Remarks in the Year (To be filled by Registrar Only)					
3. Involvement in college development (To be filled by Principal Only)	25	20	15	10	5
			✓		
4. Total Actual Working Days for the current academic year					

Total Score out of (25) = 15

Any other Feedback by Registrar

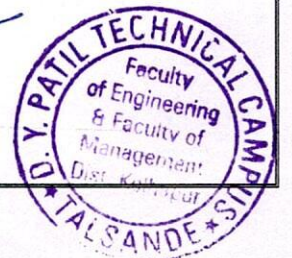
Any other Feedback by Principal

Registrar Name: Bhagya P.m

Signature: [Signature]

Principal Name: Dr. S. R. Pawaskar

Signature: [Signature]



Executive Director Sheet

Part-D

(To be filled by Staff)

Name of the College: डी. वाय. पतित्र टेक्नोलॉजि कैम्पस लखनौ
Name of Staff राहुल पांडेय शिंदे Department: जनरल इंडस्ट्रियल

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding
0-5 6-10 11-15 16-20 Above 20

Parameters	5	4	3	2	1
1. Overall Performance					
2. Interpersonal Skills					
3. Disciplinary Skills					
4. Involvement in Developmental work					
5. Value Addition to the institute					

Total Score out of (25) =

Any other Remarks _____

Signature of Executive Director

Consolidated Appraisal Sheet
Human Resources
Part - E

(To be filled by Staff)

Name of the College: डी. वाय. पब्लिक इंग्लिश मेमोरियल कॉलेज लखनौ
 Name of Staff राहुल पांडेय सिंह Department: डाटा एडिजिटल
 Date of Joining: 11/05/1918 No of Years with us: 6
 Date of Birth: 21/07/1977 Age: 36 No of Years for Retirement : _____
 Religion: हिंदू Caste: यादव Constituency: _____
 Highest Qualification: 10 Current Salary : 8200/-

Last Promotion:

Date: _____ Designation: _____
 Salary: _____

(For Office Use Only)

***RATINGS: -**

Unacceptable	Below Average	Average	Above Average	Outstanding
0-20	20-35	35-60	60-85	Above 85

	HOD	Principal / Registrar	Executive Director	Trustee / Chairman	Overall out of 100	Ratings in Words
Out of 25	25	25	25	25	100	
Average Rating						

a) Eligible For Next Promotion : -

	If Yes	If No	
Change in Designation		-	-
% of Salary		-	-

Remarks:

- _____
- _____

Recommendations: _____

Date:

Chief Human Resources & Operations

NT-

Management Final Appraisal Sheet

Part - F

Name of the College: _____

Name of Staff _____ Department: _____

Year: _____

To be continued

 Yes No

Due for Promotion

 Yes No

Due for Salary Hike

 Yes No

Final Remarks if Any

1. _____

2. _____

Signature of Chairman

Signature of Trustee

**NT -
PERFORMANCE APPRAISAL FOR STAFF
(Non - Teaching)
Part - A - Self Appraisal
Academic Year 2018-19**



1. Name of the College: D.Y. Patil Technical Campus, Talsande
2. Department: Mechanical Eng.
3. Name of Staff: Mr. Hishikant Vilas Patil
4. Date of Birth: 31/12/1993 Age: 26 Remaining Years For Retirement: _____
5. Date of Joining this Institute: 20/01/2014 No of Years: 04 years
6. Contact No: 9860836362 Designation Lab Assistant
7. Emergency Contact No: 9860836362 Name H.V. Patil
8. Type of Appointment: Regular / Adhoc / ~~Contract~~ Basis / Daily Wages Adhoc
9. Current Gross Salary: 10000/- Aadhaar Card No: 633520902968
10. Religion: Hindu Caste: Maratha
11. Address: A/P: Kuregaon, Tal:-Walwa Pin Code: 416302
12. Name of Constituency: Islampur.
13. Reference Name -: _____ Contact No: _____

14. Educational Qualification:

Sr No	Level	Year of passing	Name of College / University	Percentage of Marks
1	SSC	2008	SSC., Pune	68.00%
2	HSC	2011	HSC, Pune	63.00%
3	Diploma			
4	Final Year (Graduation)	2017	Shriyaji University	71.00%
5	Post-Graduation			
6	Ph. D			
7	Other Qualification If Any			



15. Job roles assigned to you: (Please mention in brief)

1. Practical works
2. Lab maintenance
3. Department work
4. Admission work
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____

16. Since when are you working in the same profile? Date 20/01/2014 Year 04 years

17. Your immediate reporting head?

Name Mrs. M.S. Faldas

Designation: Lab Assistant.

18. Name the committees in which you are working :

- LTC work
- _____
- _____
- _____
- _____



19. Any specific problem you have solved:

Maintenance Lab Equipments.

20. Your contribution to the institutional development:

Admission works.

21. Any other achievement you want to claim for the year

Place Talsande

Date: 19/3/19

Neeraj
Signature



Self-Appraisal

Name: Mr. Hishikant Vilas Patil

Date of Joining: 20/01/2013 No of Years: 06

Designation On Joining: Lab Assistant Salary: 19,000/-

Last Increment / Promotion:

Date: _____ Year _____

Designation: _____ Current Salary: 19,000/-

Self-Analysis:

Strength _____

I am self motivated & hard working person

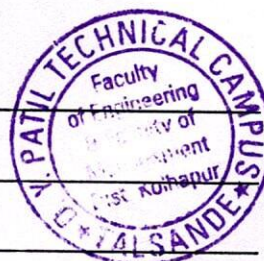
Weakness: _____

Overthinking & tens over small things.

Short Term Goal: _____

Short term courses related Dept. labs.

Long Term Goal: (with respect to development of Institution)



Immediate H O D Appraisal Sheet

Part-B

(To be filled by Staff)

Name of the College: D.Y. Patil Technical Campus, Talsande.

Name of Staff Mr. H.V. Patil Department: Mechanical

Name of HOD: M.S. Faras

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding
- 0-5 6-10 11-15 16-20 Above 20

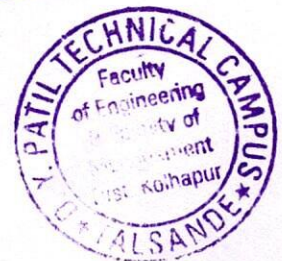
Parameters	5	4	3	2	1
1. Punctuality	✓				
2. Timely Completion of Work		✓			
3. Behavior with other employees		✓			
4. Knowledge of the area	✓				
5. Contribution to the institutional development	✓				

Total Score out of (25) = 23

Any other Remarks _____

HOD Name: Prof. M.S. Faras

Signature: _____



Principal & Registrar Appraisal Sheet

Part-C

(To be filled by Staff)

Name of the College: DY Patil Technical Campus, Talasande

Name of Staff Mr. H.V. Patil Department: Mechanical

(For Office Use Only)

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

1. No of leaves taken in the Year (To be filled by Registrar Only)	CL	ML	OD	C/ Off	Total
	12		04	05	
Out of	12				
2. No of Late Remarks in the Year (To be filled by Registrar Only)					
3. Involvement in college development (To be filled by Principal Only)	25	20	15	10	5
		✓			
4. Total Actual Working Days for the current academic year					

Total Score out of (25) = 20

Any other Feedback by Registrar

-

Any other Feedback by Principal

-

Registrar Name: Bhagaje P.m

Signature: [Signature]

Principal Name: Dr. S.R. Pawaskar

Signature: [Signature]



Executive Director Sheet

Part-D

(To be filled by Staff)

Name of the College: DY Pahl Technical Campus, Tulsamde

Name of Staff H.V. Pahl Department: Mechanical

(For Office Use Only)

Please Tick the appropriate box:

1. Unacceptable 2. Below Average 3. Average 4. Above Average 5. Outstanding

0-5

6-10

11-15

16-20

Above 20

Parameters	5	4	3	2	1
1. Overall Performance					
2. Interpersonal Skills					
3. Disciplinary Skills					
4. Involvement in Developmental work					
5. Value Addition to the institute					

Total Score out of (25) =

Any other Remarks _____

Signature of Executive Director

Consolidated Appraisal Sheet
Human Resources
Part - E

(To be filled by Staff)

Name of the College: _____

Name of Staff Mr. Hishikant Pabil Department: Mechanical

Date of Joining: 20/01/2014 No of Years with us: 04

Date of Birth: 31/12/93 Age: 36 No of Years for Retirement : _____

Religion: Hindu Caste: Maratha Constituency: Islampur.

Highest Qualification: B.T.A. Current Salary : 10000/-

Last Promotion:

Date: _____ Designation: _____

Salary: _____

(For Office Use Only)

***RATINGS: -**

Unacceptable	Below Average	Average	Above Average	Outstanding
0-20	20-35	35-60	60-85	Above 85

	HOD	Principal / Registrar	Executive Director	Trustee / Chairman	Overall out of 100	Ratings in Words
Out of 25	25	25	25	25	100	
Average Rating						

a) Eligible For Next Promotion : -

	If Yes	If No	
Change in Designation		-	-
% of Salary		-	-

Remarks:

1. _____

2. _____

Recommendations: _____

Date:

Chief Human Resources & Operations

NT-

Management Final Appraisal Sheet

Part - F

Name of the College: DY Pabli Technical Campus, Fulsamde.

Name of Staff Mr. H.V. Patil Department: Mechanical

Year: 20

To be continued

Yes

No

Due for Promotion

Yes

No

Due for Salary Hike

Yes

No

Final Remarks if Any

1. _____

2. _____

Signature of Chairman

Signature of Trustee