

ANNEXURE II
(See Byelaw 4.6)

FORM OF ANNUAL REPORT FOR SUBMISSION DURING THE PERIOD OF PROBATION AND FOR CONFIRMATION IN SERVICE OF THE TEACHER

1. Basic Information:

(i) Name of the teacher (in full) : Manishkumar Tiwari

(ii) Qualifications of the teacher:

Degree and Post-graduate Degree Examination	Special/Principal subject offered	Allied additional/ subordinate subjects offered	Class obtained	Year of Passing	University

(iii) Subjects taught _____

(iv) Designation _____

(v) Date of birth _____

(vi) Date of joining the present school in the University _____

(viii) a) Teaching experience at the UG level _____ years _____ months.

b) Teaching experience at the PG level _____ years _____ months.

Names of the institutions where employed previously	Period of service From To	Designation	Classes taught	Subjects Taught	Scale of pay

II. Participation in extra-mural activities _____

(i) Extra-curricular activities, debates, cultural activities, counseling to students, Planning Forums, Students' Union.

(ii) Service to community.

III. Help rendered in school administration by Chairpersonship/membership of various committees.

IV. General Observations :

(i) Attendance

(a) Regularity _____

(b) Punctuality _____

(ii) Student-teacher relationship _____

(iii) Colleague relationship _____

(iv) Class control _____

(v) Reading Habits and other matters _____

Signature of the HOD

Place : _____

Date : _____

Remarks of the Reviewing Officer :

Signature of the Reviewing Officer

Confidential Assessment Report regarding ability and character

Name : Manishkumar Tiwari

Period of Report : 12/11/2018 to 11/11/2020 (Probation)

Post or posts held during

the period of report : Assistant Professor

Department / Office / Section : Mukesh Patel Schl of Tech Mgt & Engg-Mum

Leave taken during the period

E.L./C.L./Other Leave : _____

Memos/Show-Cause Notices issued, : _____
if any, during the year

Performance Assessment:

Sr. No.	Item	V. Good	Good	Fair	Average	Below Average
		A	B	C	D	E
I. Technical						
	1. Industry					
	2. Application					
	3. Initiative					
	4. Neatness					
	5. Accuracy					
	6. Punctuality in work					
	7. Methodical and Systematic working					
	8. Promptness in disposal					
	9. Regularity in attendance					
	10. Relations with superiors					
	11. Relations with colleagues					
	12. Relations with members of public					
	13. Dependability					
	14. Capacity to get work Done					

No.	Item	V. Good	Good	Fair	Average	Below Average
		A	B	C	D	E
II. General Impression						
	1. General Impression and grasp					
	2. Leadership qualities					
	3. Level of knowledge (related to the section/department)					
	4. Tech. Ability (wherever relevant)					
	5. Spl. Complementary aptitude qualities, etc. other than job requirements.					
III. Recommendations :						
	a) Administrative ability including judgement, initiative, promptness and drive.					
	b) Fitness to continue in the present post					
	c) Fitness for promotion					
	d) Any other item not covered but which you would like to record. Please specify the aspect.					
	e) Recommendation observations of the reporting officer.					

Date : _____

Place : _____

Signature _____
Name & Designation of the
Reporting Officer

Note : Items covered by I, II, and III may not be applicable to all categories of employees and in all cases. Where assessment in respect of particular item is not necessary, the Reporting Officer should state in the column as NA (Not Applicable). Assessment has to be done in five points scale i.e. Very Good, Good, Fair, Average and Below Average.

Please mark Tick ☒ in appropriate columns to arrive at final assessment.

ANNEXURE II
(See Byelaw 4.6)

**FORM OF ANNUAL REPORT FOR SUBMISSION DURING THE PERIOD OF
PROBATION AND FOR CONFIRMATION IN SERVICE OF THE TEACHER**

1. Basic Information:

(i) Name of the teacher (in full) : Pranav Nerurkar

(ii) Qualifications of the teacher:

Degree and Post-graduate Degree Examination	Special/Principal subject offered	Allied additional/ subordinate subjects offered	Class obtained	Year of Passing	University

(iii) Subjects taught _____

(iv) Designation _____

(v) Date of birth _____

(vi) Date of joining the present school in the University _____

(viii) a) Teaching experience at the UG level _____ years _____ months.

b) Teaching experience at the PG level _____ years _____ months.

Names of the institutions where employed previously	Period of service From To	Designation	Classes taught	Subjects Taught	Scale of pay

II. Participation in extra-mural activities _____

(i) Extra-curricular activities, debates, cultural activities, counseling to students, Planning Forums, Students' Union.

(ii) Service to community.

III. Help rendered in school administration by Chairpersonship/membership of various committees.

IV. General Observations :

(i) Attendance

(a) Regularity _____

(b) Punctuality _____

(ii) Student-teacher relationship _____

(iii) Colleague relationship _____

(iv) Class control _____

(v) Reading Habits and other matters _____

Signature of the HOD

Place : _____

Date : _____

Remarks of the Reviewing Officer :

Signature of the Reviewing Officer

Confidential Assessment Report regarding ability and character

Name : Pranav Nerurkar

Period of Report : 18/11/2019 to 17/11/2020 (Contract)

Post or posts held during

the period of report : Assistant Professor

Department / Office / Section : Mukesh Patel Schl of Tech Mgt & Engg-Mum

Leave taken during the period

E.L./C.L./Other Leave : _____

Memos/Show-Cause Notices issued, : _____
if any, during the year

Performance Assessment:

Sr. No.	Item	V. Good	Good	Fair	Average	Below Average
		A	B	C	D	E
I. Technical						
	1. Industry					
	2. Application					
	3. Initiative					
	4. Neatness					
	5. Accuracy					
	6. Punctuality in work					
	7. Methodical and Systematic working					
	8. Promptness in disposal					
	9. Regularity in attendance					
	10. Relations with superiors					
	11. Relations with colleagues					
	12. Relations with members of public					
	13. Dependability					
	14. Capacity to get work Done					

No.	Item	V. Good	Good	Fair	Average	Below Average
		A	B	C	D	E
II. General Impression						
	1. General Impression and grasp					
	2. Leadership qualities					
	3. Level of knowledge (related to the section/department)					
	4. Tech. Ability (wherever relevant)					
	5. Spl. Complementary aptitude qualities, etc. other than job requirements.					
III. Recommendations :						
	a) Administrative ability including judgement, initiative, promptness and drive.					
	b) Fitness to continue in the present post					
	c) Fitness for promotion					
	d) Any other item not covered but which you would like to record. Please specify the aspect.					
	e) Recommendation observations of the reporting officer.					

Date : _____

Place : _____

Signature _____

Name & Designation of the
Reporting Officer

Note : Items covered by I, II, and III may not be applicable to all categories of employees and in all cases. Where assessment in respect of particular item is not necessary, the Reporting Officer should state in the column as NA (Not Applicable). Assessment has to be done in five points scale i.e. Very Good, Good, Fair, Average and Below Average.

Please mark Tick ☒ in appropriate columns to arrive at final assessment.

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(See Byelaw 4.6)

FORM OF ANNUAL REPORT FOR SUBMISSION DURING THE PERIOD OF PROBATION AND FOR CONFIRMATION IN SERVICE OF THE TEACHER

1. Basic Information:

(i) Name of the teacher (in full) : Ajinkya Magdum

(ii) Qualifications of the teacher:

Degree and Post-graduate Degree Examination	Special/Principal subject offered	Allied additional/ subordinate subjects offered	Class obtained	Year of Passing	University

(iii) Subjects taught _____

(iv) Designation _____

(v) Date of birth _____

(vi) Date of joining the present school in the University _____

(viii) a) Teaching experience at the UG level _____ years _____ months.

b) Teaching experience at the PG level _____ years _____ months.

Names of the institutions where employed previously	Period of service From To	Designation	Classes taught	Subjects Taught	Scale of pay

II. Participation in extra-mural activities _____

(i) Extra-curricular activities, debates, cultural activities, counseling to students, Planning Forums, Students' Union.

(ii) Service to community.

III. Help rendered in school administration by Chairpersonship/membership of various committees.

IV. General Observations :

(i) Attendance

(a) Regularity _____

(b) Punctuality _____

(ii) Student-teacher relationship _____

(iii) Colleague relationship _____

(iv) Class control _____

(v) Reading Habits and other matters _____

Signature of the HOD

Place : _____

Date : _____

Remarks of the Reviewing Officer :

Signature of the Reviewing Officer

Confidential Assessment Report regarding ability and character

Name : Ajinkya Magdum

Period of Report : 27/11/2018 to 26/11/2020 (Probation)

Post or posts held during

the period of report : Assistant Professor

Department / Office / Section : Mukesh Patel Schl of Tech Mgt & Engg-Mum

Leave taken during the period

E.L./C.L./Other Leave : _____

Memos/Show-Cause Notices issued, : _____
if any, during the year

Performance Assessment:

Sr. No.	Item	V. Good	Good	Fair	Average	Below Average
		A	B	C	D	E
I. Technical						
	1. Industry					
	2. Application					
	3. Initiative					
	4. Neatness					
	5. Accuracy					
	6. Punctuality in work					
	7. Methodical and Systematic working					
	8. Promptness in disposal					
	9. Regularity in attendance					
	10. Relations with superiors					
	11. Relations with colleagues					
	12. Relations with members of public					
	13. Dependability					
	14. Capacity to get work Done					

No.	Item	V. Good	Good	Fair	Average	Below Average
		A	B	C	D	E
II. General Impression						
	1. General Impression and grasp					
	2. Leadership qualities					
	3. Level of knowledge (related to the section/department)					
	4. Tech. Ability (wherever relevant)					
	5. Spl. Complementary aptitude qualities, etc. other than job requirements.					
III. Recommendations :						
	a) Administrative ability including judgement, initiative, promptness and drive.					
	b) Fitness to continue in the present post					
	c) Fitness for promotion					
	d) Any other item not covered but which you would like to record. Please specify the aspect.					
	e) Recommendation observations of the reporting officer.					

Date : _____

Place : _____

Signature _____

Name & Designation of the
Reporting Officer

Note : Items covered by I, II, and III may not be applicable to all categories of employees and in all cases. Where assessment in respect of particular item is not necessary, the Reporting Officer should state in the column as NA (Not Applicable). Assessment has to be done in five points scale i.e. Very Good, Good, Fair, Average and Below Average.

Please mark Tick ☒ in appropriate columns to arrive at final assessment.