

PONDICHERRY UNIVERSITY

PUDUCHERRY – 605 014.

SELF-ASSESSMENT CUM PERFORMANCE APPRAISAL FORM FOR PERFORMANCE
BASED APPRAISAL SYSTEM (PBAS)

(To be filled up by the Applicant for Direct Recruitment)

PBAS Pro-forma for Recruitment to the post of _____
in the Department of _____

Part A: GENERAL INFORMATION AND ACADEMIC BACKGROUND

1. Name (in Block Letters) :
2. Father's Name/Mother's Name :
3. Department :
4. Current Designation & Grade Pay :
5. Date and Place of Birth :
6. Sex :
7. Marital status :
8. Nationality :
9. Indicate whether belongs to SC/ST/OBC category :
10. Address for correspondence (with Pin code) :

11. Permanent address (with Pincode)

Telephone No:

Mobile:

Email:

12. Academic Qualifications (Matric till post graduation):

Examinations	Name of the Bord/University	Year of Passing	Percentage of marks obtained	Division/ Class/ Grade	Subject
High School/ Matric					
Higher Secondary					
B.A./B.Sc./B.Com/ B.Mus					
M.A./M.Sc./M.Com /M.Mus					
Other examination, if any					

13. Research Degree(s):

Degrees	Title	Date of award	University
M.Phil.			
Ph.D./D.Phil.			
D.Sc./D.Litt.			

14. Appointments held:

Designation	Name of Employer	Date of joining		Salary with Grade	Reason of leaving
		Joining	Leaving		

15. Period of teaching experience: PG classes (in years) : UG Classes (in years)

16. Research Experience excluding years spent as a Teacher or doing M.Phil./Ph.D. (in years)

17. Field of Specialization under the Subject/Discipline

(a) ...

(b)

(b) ...

18. Academic Staff College Orientation/Refresher Course attended:

Name of the Course / Summer School	Place	Duration	Sponsoring Agency

AMENDED CATEGORY - III: Research / Academic Contribution
(Enclose a copy of all publications & Proof for academic contributions etc.)

III A : Details of Research papers published (Attach photocopies a proof)

1. Refereed Journals* (throughout the career)

Title of the Article	Author	Co-Authors	Name of the journal Vol. No. & pp	International / National	Impact Factor as on 2010	No. of points (for office use)	Total points

Note: Indexed journal (5 points), refereed journal (15 points), paper with impact factor 1-2 (10 points), 2-5 (15 points), 5-10 (25 points). 60% to the first author and remaining 40% will be shared equally by co-authors

2. Non-refereed journals with ISSN / ISBN (throughout the career)

Title of the Article	Author	Co-Author(s)	Name of the journal Vol. No. & pp	International / National	ISBN/ISSN	No. of points (for office use)	Total point

Note: 10 points per publication – 60% of points to first author, and remaining 40% will be equally shared by co-authors.

3. Full paper published in the proceedings of Conference / Seminars / Symposia, etc (throughout the career)

Title of the Article	Author	Co-Author(s)	Name of the Programme	Organiser	Date	ISBN/ISSN if any	Total Point

Note: 10 points per publication – 60% of points to first author, and remaining 40% will be equally shared by co-authors.

III B Research publications (Attach proof)

1. Text or reference books by international publisher (throughout the career)

Title of the Book	Author	Co-Author(s)	Name of the Publisher / Month, Year	ISBN/ ISSN	Total Points

Note:[i). 50 points per book sole authorship and
ii). 60% of points to first author and remaining 40% will be equally shared by co-authors]

2. Subject books by National level publishers / State and Central Govt. publications with ISBN / ISSN Number

Title of the Book	Author	Co-Author(s)	Name of the Publisher / Month, Year	ISBN/ ISSN	Total Points

Note:[i). 25 points per sole authorship and
ii). 60% of points to first author and remaining 40% will be equally shared by co-authors]

3. Subject books by other local publishers with ISBN / ISSN numbers

Title of the Book	Author	Co-Author(s)	Name of the Publisher / Month, Year	ISBN/ ISSN	Total Points

Note:[i). 15 points per sole authorship and
ii). 60% of points to first author and remaining 40% will be equally shared by co-authors]

4. Chapters contributed to edited vol. published by international publishers

Title of the Book	Name of the Editor	Chapter contributed	Author / Co-Author	Name of the Publisher	ISBN/ ISSN	Total Points

Note:[i). 10 points per chapter and
ii). 60% of points to first author and remaining 40% will be equally shared by co-authors]

5. Chapters in knowledge based volumes by national level publishers with ISBN / ISSN and with numbers of national and international directories

Title of the Book	Name of the Editor	Chapter contributed	Author / Co-Author	Name of the Publisher	ISBN/ ISSN	Total Points

Note:[i). 5 points per chapter and
ii). 60% of points to first author and remaining 40% will be equally shared by co-authors]

III. C: Details of Research Projects (Attach proof)

1 Major / Minor Research Projects (throughout the career)

Title of the Project	Funding Agency	Grant sanctioned	Duration		Project Status completed / on-going	Project Type: Research/ Consultancy/ Action Research	Policy Document	Total points
			From	To				

Note:[(i). Major projects of over 30 lakhs in science / engineering and above 5 lakhs in social science and languages will get 20 points (ii)Projects of 30-5 lakhs in science / engineering and 5-3 lakhs in social science, etc. will get 15 points (iii) Minor projects of 5 lakhs – Rs.50,000 in science / engineering and 3 lakhs – Rs.25,000 in social science, etc. will get 10 points (iv) Consultancy mobilized for more than 10 lakhs in science and engineering and 2 lakhs in social science, etc. will get 10 points (v)Completed Project quality Evaluation. Completed Project Report (Accepted from funding Agency) 20 points for major Project and 10 points for minor project and (vi) patent and technology transfer in science and engineering and major policy document in social science 30 each for national and 50 points for each international]

III. D. Research Guidance (Attach proof)

1. Details of Ph.Ds Awarded / submitted

Name of the Scholar	Title of the Thesis	Submitted	Awarded	Name of the University	Month and Year	Total Points

Note:[(i). 10 points / each candidates awarded and (ii) 7 points for Ph.D submitted]

2. Details of M.Phil awarded

Name of the Scholar	Title of the Thesis	Name of the University	Month and Year	Total Points

[3 points / each candidates]

III. E. 1. Training courses and conferences / Seminars / Workshop attended

Event	Organiser / Place	Period / Duration	Total Points
Refresher Courses / Training programmes			
Methodology workshop			
Conferences / Seminars / Workshops			
Teaching-learning-evaluation programme			
Soft skill development			
Faculty Development programme			

[(i) more than 2 weeks duration – 20 points and (ii) one week duration - 10 points each] Max: 30Points

2. Details of papers presented in Seminars / Conferences, etc.,** which are not covered under Category III A. (Attach proofs)

Title of the Article	Author	Co-Author(s)	Name of the Programme	Organiser	Date	Level: International/ National/ Regional/ Local	Total Points

Note: [(i) International 10 points each (ii) National 7.5 points each (iii) Regional / State level – 5 points each and (iv) Local – 3 points each]

3.6 Details of invited lectures / presentations in Conferences / Seminars, etc.

Name of the Programme	Organiser of the programme	Level: International/ National	Topic	Date	Total Points

[(i) 10 points for International and (ii) 5 points for National event]

Note –I *Wherever relevant to any specific discipline, the API score for papers in refereed journal would be augmented as follows: (i) indexed journals – by 5 points;(ii) papers with impact factor between 1 and 2 by 10 points;(iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 25 points.

**If a paper presented in Conference/Seminar is published in the form of Proceedings, the points would accrue for the publication (III(a)) and not under presentation (III(e)(ii)).

Notes.

1. Subject-wise list of journals, periodicals and publishers under categories IIIA and B are hosted in the University website subject to up-gradation/amendment as and when required
2. The API for joint publications will have to be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teachers, the First/Principal author and the corresponding author/supervisor/mentor of the teacher would share equally 60% of the total points and the remaining 40% would be shared equally by all other authors.
3. The parameters listed in table of Category-III (Research and Academic contributions) shall have following capping in relation to the total API score claimed by the candidates :

Sl.No	Particulars	API Score claimed	Capping	Admissible score with reference to Capping
III(A)	Research Papers (Journals, etc)		30%	
III(B)	Research Publications (Books, etc)		25%	
III(C)	Research Projects		20%	
III(D)	Research Guidance		10%	
III(E)	Training Courses and Conf/Seminar, etc		15%	
	Total		100%	

Declaration

I _____, hereby declare that the particulars furnished above are true to my knowledge.

Place:

Date:

SIGNATURE OF THE APPLICANT