



Affiliated To University of Mumbai ISO 9001: 2008 Certified

No. Aff.I/ICD/ 2014 - 15 / 29449, 09th July, 2014 Tel: 9987929008, Email us: avgsrcollege@gmail.com

#### 6.3.1 The institution has performance appraisal system, effective welfare measures for teaching and nonteaching staff and avenues for career development/progression.

The College Management has developed a Confidential Report which is filled and submitted to the Management by the Principal for each teacher. The Confidential Report serves as a basis for the yearly increments and continuation of the concerned teacher for the next academic year.

#### **Scope of Confidential Report:**

• Confidential report includes various aspects of teaching, learning and evaluation and contribution of teachers to co-curricular and extra-curricular activities.

The College Management has initiated several measures for the welfare of its teaching and non-teaching staff. Some of these measures are:

#### **Welfare Measures for Teaching Staff:**

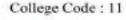
The Society strives to ensure welfare of its teaching staff in the following ways:

- Salary is credited to bank account of all members of teaching staff on or before 7<sup>th</sup> of every month.
- Duty leave is given to teaching staff members for participating in seminar and conferences.
- Best Teachers award is given to the best performing teacher every year on the occasion of Annual Day.
- Interest Free Loan is sanctioned to staff members for short duration.
- Provident Fund facility is provided to all teachers on completing five years of continuous service.
- Staff insurance facility is provided to all teachers employed with the college.

#### **Welfare Measures for Non-teaching Staff:**

The Society strives to ensure welfare of its non-teaching staff in the following ways:

- Salary is credited to bank account of all the members of non-teaching staff on or before 7<sup>th</sup> of every month.
- Provident Fund benefit is given to all the members of non-teaching staff as per the government norms.
- Two pairs of uniforms are given to the members of non-teaching staff every year.
- Non-teaching staff participating in intercollegiate sports and cultural events are provided with T-Shirts.
- Staff appointed for cleaning the premises is provided with safety materials like handgloves, face mask and other accessories.





## Anand Vishwa Gurukul Senior Night College

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#### Welfare Measures for Teaching Staff and Non-teaching Staff:

- Birthday of all members of teaching staff and non-teaching staff is celebrated in the College.
- In the event of death of a family member, paid leave is given to the staff members.
- Students eligible to work in office are given employment in the College as per the need.
- Teaching and non-teaching staff participates in the cultural and sports activities organised by the College.
- Festivals like Independence Day, Republic Day, Gandhi Jayanti etc. are celebrated together as a family by all staff members.
- Hygienic canteen facility is provided to staff members and students at a highly subsidised rate.
- College gymkhana and gymnasium are permitted for use by the staff members.

#### **Career Development and Progression:**

- The Management encourages its teaching and non-teaching staff to pursure higher studies. For example, non-teaching staff is encouraged to complete their higher secondary and graduation. Teachers are encouraged to enrol for LLB and acquire such other professional qualifications.
- Teaching and non-teaching staff acquiring higher educational and professional qualifications are given better opportunities in various professional institutions operating under the purview of the Society.

Raghunath Nagar, Next to Mittal Park, Wagle Estate, Thane (W) - 400604.

Website: www.anandvishwagurukul.com



# Anand Vishwa Gurukul Senior Night College of Commerce & Science

College Code: 11

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## **Format of Confidential Report for Teachers**

### Sharda Education Society's

## Anand Vishwa Gurukul Senior Night College.

## Confidential Report

Name o	of the Teacher:
For the	period from:
Qualific	cation:
Design	ation:
Tenure	(Permanent or Temporary):
Length	of service in the institution as on 1st April 20 :
Scale o	of pay:
Next ir	ncrement on :
Subjec	ts taught:
I have	formed the following opinion about the teacher's ability, work etc. as follows.
I.	Class work
a)	Knowledge and preparation of subjects:
b)	Knowledge of
	i) Medium of instruction.
	ii) Hindi
	iii) English
	iv) Marathi
c)	Power of exposition, illustration, questioning etc
d)	Ability and desire to create interest among pupils
e)	
	Class control and discipline
f)	Class control and discipline Influence over pupils, parents and colleagues

[.	Extra-Class activities
Int	erest taken in sports, physical education etc.
) Sii	ncerity, loyalty etc.
) In	clination to cooperate with the colleagues
) Fi	delity in carrying out the issued by the head of the school
e) G	eneral Remarks:
m.	Special remark, if any:

Signature of Principal

Signature of Secretary