

**ACHARYA N.G. RANGA AGRICULTURAL UNIVERSITY**  
**APPLICATION FOR UPGRADATION/PROMOTION UNDER**  
**CAREER ADVANCEMENT SCHEME–2016 FOR**  
**DIRECTORS OF PHYSICAL EDUCATION AND SPORTS OF THE UNIVERSITY**

**PERFORMANCE BASED APPRAISAL SYSTEM (PBAS)**

**SELF APPRAISAL REPORT OF THE PERSON UNDER REVIEW**  
**(TO BE FILLED IN BY THE CANDIDATE)**

**PART-I**  
**GENERAL INFORMATION**

*(Application proforma is same as that meant for the Teachers and other academic staff of the University)*

**PART-II**  
**CATEGORY I: TEACHING, TRAINING, COACHING, SPORTS PERSON**  
**DEVELOPMENT AND SPORTS MANAGEMENT ACTIVITIES**

(Necessary documentary evidences/certificates must be enclosed by the applicant for each and every aspect. In cases where documentary evidences/certificates are not available, the applicant's involvement should be duly certified by the immediate superior/competent authority)

The self-assessment score should be based on objectively verifiable records

1.1a) Management of physical education & sports program for students (planning, executing and evaluating the policies in physical education & sports)

Year	Details of the Activity	Impact/out-come/benefit	Marks obtained*

\*5 marks/activity/year for planning of physical education & sports activities;  
5 marks/activity/year for formulating and organizing various physical fitness tests etc.;  
4 marks/activity/year for identifying and organizing physical fitness programmes

b) Lecture cum practice based athlete/sports classes undertaken as per allotted hours

Year	Details of the Activity	Impact/out-come/benefit	Marks obtained*

\* 3 marks/activity/year for inspiring the students to participate in sports, gym activities etc.;  
3 marks/activity/year for imparting technical know-how (rules, regulations, tricks and tac-tics etc.);  
4 marks/activity/year for introduction of new games and sports in the college/University

c) Identifying sports talent and mentoring sports excellence among students

Year	Details of the Activity	Impact/out-come/benefit	Marks obtained*

\*10 marks/activity/year

Development and maintenance of play fields, purchase and maintenance of sports equipment/facilities

Year	Details of the Activity	Impact/out-come/benefit	Marks obtained*

\*5 marks/activity/year for the grants received from UGC/Government/Private agencies; Maintenance of various outdoor/indoor sports facilities; Purchase of equipment for outdoor/indoor games; 3 marks/activity/year for planning, maintaining and improving the sports facilities in the University/College

### Organizing and conducting sports and games competitions

Year	Details of the competition	Dates and duration	Level(I/N/S/IU/IZ/IC)	Marks obtained*

\*25 marks for International(I), 20 marks for National(N), 15 marks for State(S), 10 marks for Inter-University(IU), 5 marks for Inter-Zonal(IZ), 3 marks for Inter-college(IC) levels

### Extending services, sports facilities and training on holidays to the institutions and organizations

Year	Details of the service/camp	Dates and duration	Details of the trainees	Marks obtained*

\* 3 marks/activity/year for organizing and remaining present for indoor/out-door/yoga camps during vacation

### Upgradation of scientific and technological knowledge in physical education & sports

Year	Details of the Activity	Dates and duration	Marks obtained*

\*3 marks for coaching camp(s)/special training program(s) in physical education & sports attended for learning of new technology/training methodology; 3 marks/activity/year for introduction of new technology/method(s) in training students and/or staff;

3 marks for obtaining additional certificate, 4 marks for diploma, 5 marks for degree in the related field

Note: other than the eligibility qualifications

## **CATEGORY II: PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES, RESEARCH AND ACADEMIC CONTRIBUTIONS**

(Necessary documentary evidences/certificates must be enclosed by the applicant for each and every aspect. In cases where documentary evidences/certificates are not available, the applicant's involvement should be duly certified by the immediate superior/competent authority)

- Student related co-curricular, extension and field based activities

Year	Details of the Activity	Dates and duration	Impact/out-come/benefit	Marks obtained*

\*10 marks/year for NSS/NCC officer; 3 marks for cultural activities at college level; 2 marks/activity for organizing subject related events like lectures on special topics, quiz/debate/elocution, essay competition/exhibition, science day celebrations in terms of application to sports/physical education

- Contribution to corporate life and management of the sports units and institution through participation in sports and administrative committees and responsibilities

Year	Details of the Activity	Impact/out-come/benefit	Marks obtained*

\*2 marks/activity

*(Guidelines, marks allotment and application proforma for the remaining aspects under Category-II are same as those meant for the Teachers and other academic staff of the University)*

## **EXPLANATORY NOTES FOR MARKS ALLOCATION**

### **CATEGORY I: TEACHING, TRAINING, COACHING, SPORTS PERSON DEVELOPMENT AND SPORTS MANAGEMENT ACTIVITIES**

(Necessary documentary evidences/certificates must be enclosed by the applicant for each and every aspect. In cases where documentary evidences/certificates are not available, the applicant's involvement should be duly certified by the immediate superior/competent authority)

The self-assessment score should be based on objectively verifiable records

1. a) Management of physical education & sports program for students (planning, executing and evaluating the policies in physical education & sports) – Planning of physical education & sports activities (5 marks/activity/year); Formulating and organizing various physical fitness tests etc. (5 marks/activity/year); Identifying and organizing physical fitness programmes (4 marks/activity/year)
- b) Lecture cum practice based athlete/sports classes undertaken as per allotted hours – Inspiring the students to participate in sports, gym activities etc. (3 marks/activity/year); imparting technical know-how (rules, regulations, tricks and tac-tics etc.) (3 marks/activity/year); Introduction of new games and sports in the college/University (4 marks/activity/year)
- c) Identifying sports talent and mentoring sports excellence among students (10 marks/activity/year)
2. Development and maintenance of play fields, purchase and maintenance of sports equipment/facilities – Grants received from UGC/Government/Private agencies; Maintenance of various outdoor/indoor sports facilities; Purchase of equipment for outdoor/indoor games (5 marks/activity/year); planning, maintaining and improving the sports facilities in the University/College (3 marks/activity/year)
3. Organizing and conducting sports and games competitions at the International (25 marks)/National (20 marks)/State (15 marks)/Inter-University (10 marks)/Inter-Zonal (5 marks)/Inter-college (3 marks) levels
4. Extending services, sports facilities and training on holidays to the institutions and organizations – Organizing and remaining present for indoor/out-door/yoga camps during vacation (3 marks/activity/year)
5. Upgradation of scientific and technological knowledge in physical education & sports – coaching camp(s)/special training program(s) in physical education & sports attended for learning of new technology/training methodology (3 marks); introduction of new technology/method(s) in training students and/or staff (3 marks/activity/year); Any additional certificate (3 marks)/diploma (4 marks)/degree (5 marks) obtained in the related field (*other than the eligibility qualifications*)

### **CATEGORY II: PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES, RESEARCH AND ACADEMIC CONTRIBUTIONS**

(Necessary documentary evidences/certificates must be enclosed by the applicant for each and every aspect. In cases where documentary evidences/certificates are not available, the applicant's involvement should be duly certified by the immediate superior/competent authority)

- Student related co-curricular, extension and field based activities – NSS/NCC officer (10 marks/year); cultural activities at college level (3 marks); organizing subject related events like lectures on special topics, quiz/debate/elocution, essay competition/exhibition, science day celebrations in terms of application to sports/physical education (2 marks/activity)

- Contribution to corporate life and management of the sports units and institution through participation in sports and administrative committees and responsibilities (2 marks/ activity)

*(Guidelines, marks allotment and application proforma for the following aspects is same as that meant for the Teachers and other academic staff of the University)*

- Involvement in various activities as committee members, maintenance/verification of stocks etc.
- Participation in seminars, conferences, short-term training courses, workshops etc.
- Membership in scientific societies or associations
- Orientation courses/Refresher courses/Research methodology/Training/Teaching-Learning-Evaluation Technology/Soft skills programs/Faculty development programmes etc. attended/organized
- Resource person/guest lectures, being invited for coaching at state/national level
- Publications
- Sponsored Research Projects – carried out/ongoing
- Research guidance – M.Phil.or equivalent, Ph. D.
- Peer recognition – Awards, Honours/chairperson for technical sessions/lead speaker/invited speaker/key note address etc.

*Note:*

- Furnish a detailed list of activities under each of the above categories, year wise, along with necessary supporting documents duly certified by the concerned authority separately*
- Furnish the details only for the assessment period*
- Candidate shall mention the score/marks (self-assessment) in each column of the category, based on the truthful data and the evidences/certificates etc.*
- Candidate shall mention the score/marks (self-assessment) in each column of the category, even if exceeds the maximum score in the category*
- Any other information beyond the above proforma may be given as special attachment with necessary details*