

Arunoday Colony, Old Shirpur Road, CHOPDA Dist. Jalgaon

(NAAC Accredited Grade-C)

Phone No.- 02586-220024 KBCNMU College Code- 140024 NCTE Code-113021

Fax No.- 02586-223480 E-mail- cbed12@rediffmail.com Website- www.bed.ceschopda.org

Recognized by N.C.T.E. New Delhi and Affiliated to Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon

Matrix 6.3.5

- Proforma used for Performance Appraisal for teaching and non-teaching staff signed by the Principal
- Performance Appraisal Report
 of any three teaching and three
 non-teaching staff with seal and
 signature of the Principal



Arunoday Colony, Old Shirpur Road, CHOPDA Dist. Jalgaon

(NAAC Accredited Grade-C)

Phone No.- 02586-220024 KBCNMU College Code- 140024 NCTE Code-113021

Fax No.- 02586-223480 E-mail- cbed12@rediffmail.com Website- www.bed.ceschopda.org

Recognized by N.C.T.E. New Delhi and Affiliated to Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon

Outward No.- Date:

Matrix 6.3.5

Proforma used for

Performance Appraisal for

teaching and non-teaching staff

signed by the Principal



Arunoday Colony, Old Shirpur Road, CHOPDA Dist. Jalgaon (NAAC Accredited Grade-C)

Phone No.- 02586-220024 KBCNMU College Code- 140024NCTE Code-113021

Fax No.- 02586-223480E-mail- cbed12@rediffmail.comWebsite- www.bed.ceschopda.org

Recognised by N.C.T.E. New Delhi and Affiliated to Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon

Performance Appraisal Proforma for Teaching Staff



Chopda Education Society's

College of Education Chopda, Dist. Jalgaon

Arunoday Colony, Old Shirpur Road, CHOPDA Dist. Jalgaon (NAAC Accredited Grade-C)

Phone No.- 02586-220024 KBCNMU College Code- 140024NCTE Code-113021

Fax No.- 02586-223480E-mail- cbed12@rediffmail.comWebsite- www.bed.ceschopda.org

Recognised by N.C.T.E. New Delhi and Affiliated to Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon

Performance Appraisal Proforma: Year 202 - 202

1.	Name of the Faculty
2	Designation
3	Department/Division
4	Teaching Experience (college/University)
	a. College of Education
	b. Outside
	Total
5	Professional Qualification
	a. Additional Qualification
6	6 Academic activities
	a. Courses handling
	b. Heading/assisting in other academic bodies
	c. Additional responsibilities
	I. Institution
	II. College
	? of an in

Principal
College of Education
Chopde Dist.Jelgaon

7	Innovative Teaching Methodology
8	Research Guidance (No.)
	M.Ed.
	M.Phil.
	Ph. D
9	Faculty Development Programmes : (FDP) attended
10	Workshops / Certificate Courses / Online Certificate Courses
	Attended/ Completed
11	Paper presented in Conferences Seminars
12	Publications
	Edited Books
	Proceedings
	Journals
13	a. Projects:
	Sanctioned/ Completed
	Ongoing
	b. CRE/ Conferences:
	Organized
	Proposed
14	No. of video lessons/E-content
	prepared
15	Extension Activities:
	Organized
	Planned
16	Achievements (If Any)
	(*/) College of Princetter

College of Education Chopde Dist Jelgaon

17	Future plans
	a. Regarding ongoing academic pursuits
	b. Innovations in teaching
	learning process
	c. Ways of enriching the
	department with professional activities
	d. Research pursuits
	e. Planning for capacity
	building and outreaching activities
18	General suggestions for the growth of department/discipline
19	Suggestions for improving the
	research potential of the faculty
20	Any other



Principal
College of Education
Chopde Dist Jelgaon

Declaration

I hereby declare that the information provided is true to the best of my knowledge.

Place: -	-
----------	---

Date: -

Name and Signature of the Teaching Staff

Encl.:

- 1. Student related Co-Curricular Activities, Extension and field Based Activities
- 2. Achievements & Awards
- 3. Teaching Learning (Pass Percentage)
- 4. Online Courses
- 5. Projects Applied
- 6. ISR responsibilities
- 7. Membership in outside sports organization/ Others

Countersigned by the Head of the Institution



Principal
College of Education
Chopde Dist Jelgeon



Arunoday Colony, Old Shirpur Road, CHOPDA Dist. Jalgaon (NAAC Accredited Grade-C)

Phone No.- 02586-220024 KBCNMU College Code- 140024NCTE Code-113021

Fax No.- 02586-223480E-mail- cbed12@rediffmail.comWebsite- www.bed.ceschopda.org

Recognised by N.C.T.E. New Delhi and Affiliated to Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon

Performance Appraisal Proforma for Non - Teaching Staff



Chopda Education Society's

College of Education Chopda, Dist. Jalgaon

Arunoday Colony, Old Shirpur Road, CHOPDA Dist. Jalgaon (NAAC Accredited Grade-C)

Phone No.- 02586-220024 KBCNMU College Code- 140024NCTE Code-113021

Fax No.- 02586-223480E-mail- cbed12@rediffmail.comWebsite- www.bed.ceschopda.org

Recognised by N.C.T.E. New Delhi and Affiliated to Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon

Performance Appraisal Proforma

<u>Performance Appraisal Performance for Non-Teaching Staff Year</u> <u>202 - 202</u>

1. Name of the Staff :

2. Position Title :

3. Date of Entry into Service :

4. No. of Years in Service :

5. Date of Retirement :

6. Qualification :

7. Details of Current Responsibilities :

I.PROFESSIONAL COMPETENCE

Sr. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Knowledge of rules, regulation and procedure					
2	Ability to organize work and carry it out					
3	Ability and willingness to take up additional load in times of exigencies					
4	Creativity and innovation					
5	Ability to learn and perform new duties					
6	Capacity to supervise (For Supervising Staff Only)					
7	You possess good knowledge (theory, hand on) for all aspects of the job to perform your job functions satisfactorily?	liege of		-	? aidilo	7.

Principal
College of Education
Chopde Dist_Jelgson

II. PERFORMANCE

Sr.	Components	Excellent	Good	Satisfactory	Average	Poor
No.						
1	Awareness of policies and procedures of the institution?					
2	Maintenance of Files/Records					
3	Accuracy & Speed of work					
4	Neatness & tidiness of work					
5	Completion of work on schedule					
6	Diligence and sense of responsibility					

III. PERSONAL CHARACTERISTICS

Sr. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Attendance					
2	Punctuality					
3	Discipline					
4	Integrity and behavior					

IV. ATTITUDE TOWARDS CO-WORKERS

Sr.	Components	Excellent	Good	Satisfactory	Average	Poor
No.						
1	Co-operation with your colleagues?					
2	Mutual motivation with your colleagues?	lege or		20	idia	Q.

Principal
College of Education
Chopde DistJelgaon

V. ATTITUDE TOWARDS PUBLIC

Sr. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Cooperation to the needs of the public (parents, Business Associates, Vendors, Well Wishers of the College)?					
2	Mutual motivation with your colleagues?					

VI.STAFF/STUDENT RELATIONS

Sr. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Ability to engage, motivate, supervise, and effectively/ work in the interest of students					
2	Responsibility towards your tasks/ areas of management assigned to?					

Declaration

l hereb	y dec.	lare	that	the	1ntor	matı	on	prov	′1ded	1S	true	to '	the	best	ot	my	knowl	ed	ge.

Place:-

Date: -

Name and Signature of the Non-Teaching staff

Countersigned by the Head of the Institution



Principal
College of Education
Chopde Dist Jelgaon



Arunoday Colony, Old Shirpur Road, CHOPDA Dist. Jalgaon

(NAAC Accredited Grade-C)

Phone No.- 02586-220024 KBCNMU College Code- 140024NCTE Code-113021

Fax No.- 02586-223480E-mail-cbed12@rediffmail.comWebsite-www.bed.ceschopda.org

Recognized by N.C.T.E. New Delhi and Affiliated to Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon

Outward No.- Date:

Matrix 6.3.5

Performance Appraisal Report
of any three teaching and three
non-teaching staff with seal and
signature of the Principal



Arunoday Colony, Old Shirpur Road, CHOPDA Dist. Jalgaon

(NAAC Accredited Grade-C)

Phone No.- 02586-220024 KBCNMU College Code- 140024NCTE Code-113021

Fax No.- 02586-223480E-mail- cbed12@rediffmail.comWebsite- www.bed.ceschopda.org

Recognized by N.C.T.E. New Delhi and Affiliated to Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon

Performance Appraisal of Teaching Staff



Arunoday Colony, Old Shirpur Road, CHOPDA Dist. Jalgaon (NAAC Accredited Grade-C)

Phone No.- 02586-220024 KBCNMU College Code- 140024 NCTE Code-113021

Fax No.- 02586-223480 E-mail- cbed12@rediffmail.com Website- www.bed.ceschopda.org

Recognised by N.C.T.E. New Delhi and Affiliated to Kavayitri Bahinabai Chaudhari North Maharashtra University, Jaigaon

Performance Appraisal Proforma - 2021-2022

ì.	Name of the Faculty	Prof. Dr Sonawune Rajani Va
2	Designation	Asst. Prof
3	Department/Division	Education
4	Teaching Experience (college/University)	
	a. College of Education	29 Years
	b. Outside	
	Total	
5	Professional Qualification	M.A (Economics) M.Ed (Education)
9	a. Additional Qualification	Ph.D (Education)
6	6 Academic activities	B.Ed Courses PE 4
5	a. Courses handling	PEG Hindi(Istycar, IIndyear)
	b. Heading/assisting in other academic bodies	_
	c. Additional responsibilities I. Institution	·
	II. College	1/c Principal
*		

On January

Principal
College of Sciusation
Chopde Distribution

7	Innovative Teaching Methodology	Use of ICT
8	Research Guidance (No.) M.Ed.	
	M.Phil.	
	Ph. D	
9	Faculty Development Programmes : (FDP) attended	
10	Workshops / Certificate Courses / Online Certificate Courses Attended/ Completed	-
Ĥ	Paper presented in Conferences Seminars	a 1
12	Publications	-
	Edited Books	-
	Proceedings	_
	Journals	A, to
13	a. Projects:	
	Sanctioned/ Completed	-
	Ongoing	_
	b. CRE/ Conferences:	_
	Organized	_
	Proposed	-
14	No. of video lessons/E-content	
	prepared	-
15	Extension Activities:	
	Organized '	-
	Płanned	
16	Achievements (If Any)	



Principal
Callege of Education
Chopda Dist. Jaigaon

17	Future plans	
	Regarding ongoing academic pursuits	
	b. Innovations in teaching	Preparing video contant
	learning process	
	e. Ways of enriching the	
	department, with professional activities	organising webinars and seminars Applying Guideship
	d. Research pursuits	Apolying Guideship
	e. Planning for capacity	.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
	building and outreaching activities	conducting extra classes for
		weaker students
18	General suggestions for the growth of department/discipline	Enriching research activities
19	Suggestions for improving the	Horhshops will be organized
	research potential of the faculty	· /*
2,0	Any other	
	1	_



Principal
College of Schooling
Chopde Dist.leigson

Declaration

I hereby declare that the information provided is true to the best of my knowledge.

Place: - Chopda

Date: - 10/03/2022

Name and Signature of the Teaching Staff

Pool Do Sonawane RV

Encl.:

- 1. Student related Co-Curricular Activities, Extension and field Based Activities
- 2. Achievements & Awards
- 3. Teaching Learning (Pass Percentage)
- 4. Online Courses
- 5. Projects Applied
- 6. ISR responsibilities
- 7. Membership in outside sports organization/ Others

Countersigned by the Head of the Institution

College of Massison Chapte Distuisign



Arunoday Colony, Old Shirpur Road, CHOPDA Dist. Jalgaon (NAAC Accredited Grade-C)

Phone No. - 02586-220024 KBCNMU College Code - 140024 NCTE Code - 113021

Fax No.- 02586-223480 E-mail- cbed12@rediffmail.com Website- www.bed.ceschopda.org

Recognised by N.C.T.E. New Delhi and Affiliated to Kavayitri Bahinabai Chaudhari North Maharashtra University, Jaigaon

Performance Appraisal Proforma - 2021 - 22

1.	Name of the Faculty	Shri Naresh Dayaram Valhe
2	Designation	Asst. Prof.
3	Department/Division	Education.
4	Teaching Experience (college/University)	23 years
	a. College of Education	
	b. Outside	
	Total	
5	Professional Qualification	M.A (Political Sci.) M.Ed. (Edu)
	a. Additional Qualification	NET (Edu.) SET (Edu.)
6	6 Academic activities	
	a. Courses handling	B. Ed- Pedagogy-Marathi Pedagogy-History
	b. Heading/assisting in other academic bodies	
	c. Additional responsibilities	
	I. Institution	- Examination, Depastment
	II. College	- Convener of B.A YCMOU.
		- Convener of M.A. Education

College of the Lion

Principal
College of Generation
Chopds Dist.Jalgson

7	Innovative Teaching Methodology	Yes.
8	Research Guidance (No.) M.Ed. M.Phil. Ph. D	
9	Faculty Development Programmes : (FDP) attended	02
10	Workshops / Certificate Courses / Online Certificate Courses Attended/ Completed	02
1,1	Paper presented in Conferences Seminars •	_
12	Publications Edited Books Proceedings Journals	
13	a. Projects: Sanctioned/ Completed Ongoing b. CRE/ Conferences: Organized Proposed	
14	No. of video lessons/E-content prepared •	_
15	Extension Activities: Organized Planned	-
16	Achievements (If Any)	-



Principal
College of Education
Choods Dist, Jaigson

17	Future plans	
	a. Regarding ongoing academic pursuits	
	b. Innovations in teaching	Preparing E-content
	learning process	
	c. Ways of enriching the	
	départment with professional activities	
	d. Research pursuits	
	e. Planning for capacity	
	building and outreaching activities	
*	1 0 1 41 6	
18	General suggestions for the growth of department/discipline	*
19	Suggestions for improving the	
1.5	research potential of the faculty	
20	Any other	
		-



Principal
College of Sessetion
Chopda Det Jalgoon

Declaration

I hereby declare that the information provided is true to the best of my knowledge.

Place: - Chopda.

Date: - 18/03/2022

Name and Signature of the Teaching Staff Poof Naresh Dayaram Valle

Encl.:

- 1. Student related Co-Curricular Activities, Extension and field Based Activities
- 2. Achievements & Awards
- 3. Teaching Learning (Pass Percentage)
- 4. Online Courses
- 5. Projects Applied
- 6. ISR responsibilities
- 7. Membership in outside sports organization/ Others

Countersigned by the Head of the Institution



Arunoday Colony, Old Shirpur Road, CHOPDA Dist. Jalgaon (NAAC Accredited Grade-C)

Phone No. - 02586-220024 KBCNMU College Gode - 140024 NGTE Gode-113021

Fax No.- 02586-223480 E-mail- <u>cbed12@rediffmail.com</u> Website- www.bed.ceschopda.org
Recognised by N.C.T.E. New Delbi and Affiliated to Kavayitri Bahinabai Chaudhari North Maharashtra University, Jaigaon

Performance Appraisal Proforma - 2021 - 2022

1.	Name of the Staff	Dr. Savita Babulal Jadhar
3	Designation	Asst. Prof.
3	Department/Division	Education
4	Teaching Experience (college/University) a. College of Education b. Outside Total	18 years
5	Professional Qualification a. Additional Qualification	M.A (marathi) M.Ed, M.Phil Ph.D; SET (Education)
6	6 Academic activities a. Courses handling	curriculum and Pedagogic studies - Geography PE-2, PE-6 EPC-2, EPC-7
	b. Heading/assisting in other academic bodies	YCMOU M.A. (Edu) - Coordinatur
	c. Additional responsibilities 1. Institution	Research Guide worked on paper Setterin KBCNMU Forthe subject PE-2, PE-5, EPC-2, Geography
ů.	II. College	student welfare and cultural Department

Odlishe on Entre

Principal
College of Education
Chopds Dist_Isigson

7	Innovative Teaching Methodology	
8	Research Guidance (No.) M.Ed. M.Phil. Ph. D	
9	Faculty Development Programmes : (FDP) attended	
10	Workshops / Certificate Courses / Online Certificate Courses Attended/ Completed	02
11	Paper presented in Conferences Seminars	02
12	Publications Edited Books Proceedings Journals	
13	a. Projects: Sanctioned/ Completed Ongoing b. CRE/ Conferences: Organized Proposed	
14	No. of video lessons/E-content prepared	
15	Extension Activities: Organized Planned	-
16	Achievements (If Any)	-



Principal
College of Missession
Chopda DistJalgaon

17	Future plans	
¥	a. Regarding ongoing academic pursuits	Publications - Books
	b. Innovations in teaching	
4	learning process	
	c. Ways of enriching the	
	department with professional activities	
	d. Research pursuits	
	e. Planning for capacity	
(8)	building and outreaching activities	
18	General suggestions for the growth of department/discipline	
19	Suggestions for improving the research potential of the faculty	
20	Any other	
	,	



Principal
College of Bessetton
Chopda Dist Jaigaon

Declaration

I hereby declare that the information provided is true to the best of my knowledge.

Place: - Chopada

Date: - 10 | 03 | 2022

Name and Signature of the Teaching Staff

Encl.:

- 1. Student related Co-Curricular Activities, Extension and field Based Activities
- 2. Achievements & Awards
- 3. Teaching Learning (Pass Percentage)
- 4. Online Courses
- 5. Projects Applied
- 6. ISR responsibilities
- 7. Membership in outside sports organization/ Others

Countersigned by the Head of the Institution

College of Chopde Of



Arunoday Colony, Old Shirpur Road, CHOPDA Dist. Jalgaon

(NAAC Accredited Grade-C)

Phone No.- 02586-220024 KBCNMU College Code- 140024NCTE Code-113021

Fax No.- 02586-223480E-mail- cbed12@rediffmail.comWebsite- www.bed.ceschopda.org

Recognized by N.C.T.E. New Delhi and Affiliated to Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon

Performance Appraisal of Non- Teaching Staff



Arunoday Colony, Old Shirpur Road, CHOPDA Dist. Jalgaon (NAAC Accredited Grade-C)

Phone No. - 02586-220024 KBCNMU College Code - 140024 NCTE Code-113021

Fax No.- 02586-223480 E-mail-ched12@rediffmail.com Website-www.bed.ceschopda.org

Recognised by N.C.T.E. New Delhi and Affiliated to Kavayitri Bahinabal Chaudhari North Maharashtra University, Jalgaon

Performance Appriaasal Proforma - 2021-2022

Performance Appraisal Performance for Non-Teaching Staff

I. Name of the Staff

: Patil Sharad Dagdu

2. Position Title

: Head Clerk.

3. Date of Entry into Service

: 09-07-1998

4. No. of Years in Service

: 26 YKS

5. Date of Retirement

: 31-5-2031

6. Qualification

BA

7. Details of Current Responsibilities

· Adminstrative officer, A/C.

I.PROFESSIONAL COMPETENCE

Sr. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Knowledge of rules, regulation and procedure					
2	Ability to organize work and carry it out		/			
3	Ability and willingness to take up additional load in times of exigencies	/				
4	Creativity and innovation		1			
5	Ability to learn and perform new duties		/			
6	Capacity to supervise (For Supervising Staff Only)		/			
7	You possess good knowledge (theory, hand on) for all aspects of the job to perform your job functions satisfactorily?					



Principal
College of Generation
Chopda Dist.Jeigeon

II. PERFORMANCE

Sr. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Awareness of policies and procedures of the institution?					
2	Maintenance of Files/Records		\			
3	Accuracy & Speed of work		~			
4	Neatness & tidiness of work		-			
5	Completion of work on schedule					
6	Diligence and sense of responsibility					

III. PERSONAL CHARACTERISTICS

Sr. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Attendance					
2	Punctuality					
3	Discipline					
4	Integrity and behavior		$ egthinspace{1.5em} otag $			

IV. ATTITUDE TOWARDS CO-WORKERS

Sr. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Co-operation with your colleagues?		-			
2	Mutual motivation with your colleagues?		/			

Oran John Sales

Principal
College of Missellon
Chopen Dist.Jeigeon

V. ATTITUDE TOWARDS PUBLIC

Sr. No.	Components	Excellent	Good	Satisfactory	Average	Poor
l	Cooperation to the needs of the public (parents, Business Associates, Vendors, Well Wishers of the College)?	/	entantiana tracità municata			
2	Mutual motivation with your colleagues?					

VI.STAFF/STUDENT RELATIONS

Sr. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Ability to engage, motivate, supervise, and effectively/ work in the interest of students					
2	Responsibility towards your tasks/ areas of management assigned to?					

Declaration

I hereby declare that the information provided is true to the best of my knowledge.

Place:- Chopda

Date: - 11 03 2022

(Shorad Dagdu Paul)
Name and Signature of the Non-Teaching staff

Countersigned by the Head of the Institution

On of Education

College of Separation Chopda Dist. Jalgac



Arunoday Colony, Old Shirpur Road, CHOPDA Dist. Jalgaon (NAAC Accredited Grade-C)

Phone No.- 02586-220024 KBCNMU College Gode- 140024 NCTE Code-113021

Fax No.- 02586-223480 E-mail-cbed12@rediffmail.com Website- www.bed.ceschopda.org

Recognised by N.C.T.E. New Delhi and Affiliated to Kavayitri Bahinabal Chaudhari North Maharashtra University, Jalgaon

Performance Appriaasal Proforma - 2021 - 2022

Performance Appraisal Performance for Non-Teaching Staff

1. Name of the Staff

. Mr. Ashish Shashikant shah

2. Position Title

: gr. Clerk

3. Date of Entry into Service

: 09-07-1998

4. No. of Years in Service

: 26 yrs.

5. Date of Retirement

6. Qualification

: H.s.c.

7. Details of Current Responsibilities

: Admission, Higibility, Fram. etc.

I.PROFESSIONAL COMPETENCE

Sr. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Knowledge of rules, regulation and procedure		/			
2	Ability to organize work and carry it out			/		
3	Ability and willingness to take up additional load in times of exigencies	,	/			_
4	Creativity and innovation		/			
5	Ability to learn and perform new duties		/			
6	Capacity to supervise (For Supervising Staff Only)					
7	You possess good knowledge (theory, hand on) for all aspects of the job to perform your job functions satisfactorily?		. d	_		



Principal
College of Education
Chopda Dist.Jelgaon

II. PERFORMANCE

Sr. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Awareness of policies and procedures of the institution?		/			
2	Maintenance of Files/Records		,			
3	Accuracy & Speed of work		/			
4	Neatness & tidiness of work					
5	Completion of work on schedule		/			
6	Diligence and sense of responsibility					

III. PERSONAL CHARACTERISTICS

Sr. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Attendance					
2	Punctuality		/			
3	Discipline			/		
4	Integrity and behavior		/			

IV. ATTITUDE TOWARDS CO-WORKERS

Sr. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Co-operation with your colleagues?	41	/			
2	Mutual motivation with your colleagues?		/			

Or Dien sede

Cologs of Education Chopde Wat Johnson

V. ATTITUDE TOWARDS PUBLIC

Sr. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Cooperation to the needs of the public (parents, Business Associates, Vendors, Well Wishers of the College)?	~				
2	Mutual motivation with your colleagues?		/			

VI.STAFF/STUDENT RELATIONS

Sr. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Ability to engage, motivate, supervise, and effectively/ work in the interest of students	•	/			
2	Responsibility towards your tasks/ areas of management assigned to?		1			

Declaration

I hereby declare that the information provided is true to the best of my knowledge.

Place:- Chopda

Date: - 11 | 03 | 2022

Name and Signature of the Non-Teaching staff

Countersigned the Head of the Institution



Arunoday Colony, Old Shirpur Road, CHOPDA Dist. Jalgaon (NAAC Accredited Grade-C)

Phone No.- 02586-220024 KBCNMU College Code- 140024 NCTE Code-113021

Fax No.- 02586-223480 E-mail- cbed12@rediffmail.com Website- www.bed.ceschopda.org

Recognised by N.C.T.E. New Delhi and Affiliated to Kavayitri Bahinabal Chaudhari North Maharashtra University, Jalgaon

Performance Appriaasal Proforma - 2021 - 2021

Performance Appraisal Performance for Non-Teaching Staff

1. Name of the Staff

: Mr. Dipak Anil V Bave

2. Position Title

: Dr. clerk -

3. Date of Entry into Service

: 01-10-2019

4. No. of Years in Service

: 05 year

5. Date of Retirement

. _

6. Qualification

: MA-D.G9-

7. Details of Current Responsibilities

I.PROFESSIONAL COMPETENCE

Sr. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Knowledge of rules, regulation and procedure	/		Te		
2	Ability to organize work and carry it out	/				
3	Ability and willingness to take up additional load in times of exigencies		/			
4	Creativity and innovation		/	(4-		
5	Ability to learn and perform new duties	/				
6	Capacity to supervise (For Supervising Staff Only)					
7	You possess good knowledge (theory, hand on) for all aspects of the job to perform your job functions satisfactorily?		/			



Principal
College of Reseation
Chopda Dist.Jaigeon

II. PERFORMANCE

Sr. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Awareness of policies and procedures of the institution?					
2	Maintenance of Files/Records					Barra Still
3	Accuracy & Speed of work					
4	Neatness & tidiness of work					
5	Completion of work on schedule					
6	Diligence and sense of responsibility					

III. PERSONAL CHARACTERISTICS

Sr. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Attendance					
2	Punctuality					
3	Discipline					
4	Integrity and behavior					

IV. ATTITUDE TOWARDS CO-WORKERS

Sr. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Co-operation with your colleagues?		-			
2	Mutual motivation with your colleagues?	*	/			

O DE BUCOSO DE SE

Principal
College of Education
Chopde Dist Jaigson

V. ATTITUDE TOWARDS PUBLIC

Sr. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Cooperation to the needs of the public (parents, Business Associates, Vendors, Well Wishers of the College)?					
2	Mutual motivation with your colleagues?					

VI.STAFF/STUDENT RELATIONS

Sr. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Ability to engage, motivate, supervise, and effectively/ work in the interest of students					
2	Responsibility towards your tasks/ areas of management assigned to?					

Declaration

I hereby declare that the information provided is true to the best of my knowledge.

Place: Chyla

Date: - 11 | 63 | 2022

Name and Signature of the Non-Teaching staff

Countersigned by the Head of the Institution

Of the Day is the

College of Desertion Choods Dist Jalgaon