



Post Graduate Government College Sector-46, Chandigarh



Affiliated to Panjab University, Chandigarh

NAAC Accredited 'A' Grade (Cycle-II)

AISHE CODE: C- 29314

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Dr Rajinder Singh Koura
IQAC Coordinator

Dr Abha Sudarshan
Principal



0172--2678022

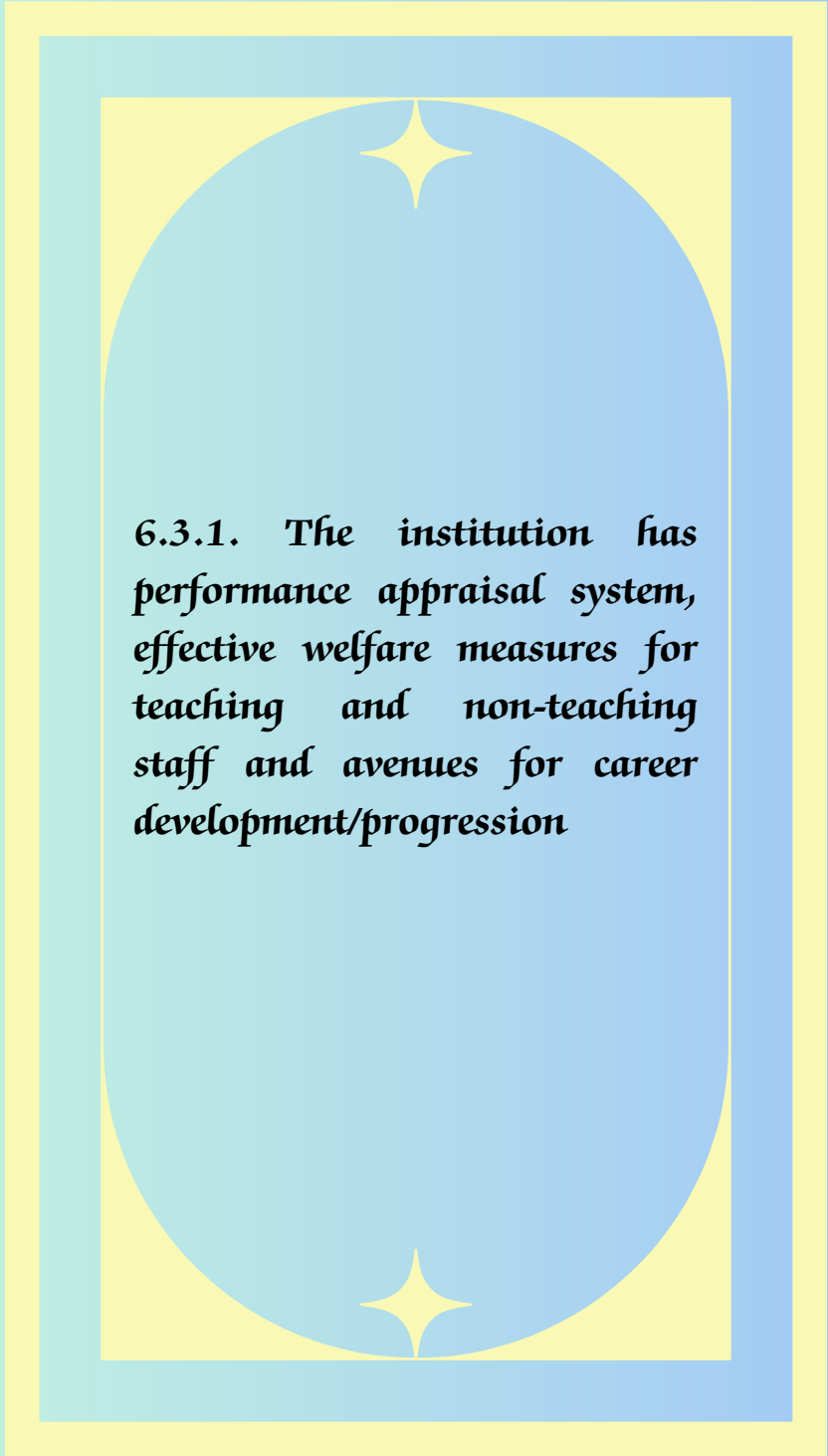


www.pggc46.ac.in



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

Post-Graduate Government College, Sector - 46, Chandigarh

6.3.1: Institutions Performance Appraisal System for Teaching and Non-Teaching Staff.

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सत्यमेव जयते

MANAV SAMPADA - मानव सम्पदा

E-Tool for Human Resource Management System



State Registration Features Services Report About eHRMS News/Events eHRMS Registered States --Select State--

eHRMS Mobile App

Mobile App

Online Tour
Online Leave
Online Service Book

20
eHRMS Registered States
[Read More](#)

986
Registered Departments
[Read More](#)

101832
Published Orders
[Read More](#)

2737254
Registered Employees
[Read More](#)

HRMS Process Flow

34970039
Total Visitors

News / Events Update
Manav Sampada eHRMS has won National eGovernance Award 2017-18-Gold-for Rapid Replication.

NIC

Solution Provider
Powered by:- Ministry of Electronics and Information Technology, National Informatics Centre, Government of India
Version: 1.2.3 | Date: 07-10-2021 06:30 PM



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OFFICE OF THE PRINCIPAL, POST GRADUATE GOVT COLLEGE,
SECTOR-46, CHANDIGARH

Work and Conduct Report of Contractual Teaching Staff
Session: 2021-22

- a) Name (Capital Letters) _____
- i. Mother's Name

- ii. Father's Name

- b) Date of Birth _____
- c) Qualifications: _____
- d) Department: _____

Result:

Name of the Examination	Subject Taught	No. of Students appeared	No. of students who passed	No. of students obtaining I,II, and III division			College pass %age	University Pass %age	Difference (+or-)

1. Comments to the Assistant Professor/Associate Professor in case of lower percentage than the pass percentage of the Panjab University results
2. Use of new teaching methods like AV Aids/ Internet/ Field Work/ Special Talks/ Questions from the students/ Seminars / Group- Discussions etc.
3. Details of Academic and Professional Progress During the year.
 - a. Seminars/ Workshops/ Conferences :Attended/ Organized (College/ state/National)
 - b. Seminars/ Workshops/ Conferences :Attended/ Organized Inter-National)
 - c. Publications including books
4. Contribution in curricular activities (admissions/ examinations/ evaluation related activities)
Co-Curricular Activities – (other than Curricular Activities)
5. Any other Achievements ;

Assessment by Head of department

1. Punctuality & Regularity:

2. Accessibility to the students:

3. Conduct and Behaviour with students and colleagues:

4. Teaching competency:

5. Communication skills and Co-ordination:

6. Students feedback:

7. Any other remarks:

Overall Assessment:

Suitable/Not Suitable

Date:

Signature of the HOD _____

Name in Block letters _____

Designation _____

Countersigned:

Principal

**PROFORMA FOR WRITING THE ANNUAL CONFIDENTIAL REPORTS OF
CLASS IV GOVT. EMPLOYEES**

PERIOD: Special/Regular for the year _____

- | | | |
|--|---|--|
| 1. Name of the Employees | : | |
| 2. Designation | : | |
| 3. Date of Birth | : | |
| 4. Whether the officer belongs to SC/ST | : | |
| 5. Educational Qualifications | : | |
| 6. Scale of Pay | : | |
| 7. Branch which to attached
(Name of School /Office) | : | |
| 8. Date of appointment on Regular basis | : | |
| 9. Date of Joining the present office/school | : | |
| 10. Can he/she read/write Hindi/Pbi/English | : | |
| 11. Observations about: | | |
| a. Intelligence | : | |
| b. Amenability to discipline | : | |
| c. Honesty & Integrity | : | |
| d. Punctuality | : | |
| e. Devotion to duty | : | |
| 12. Is he/she fit for promotion to the grade of
Jamadar/Daftri/Record lifter etc. | : | |
| 13. Are you interested to retain him/her under you? | : | |
| 14. Any other remarks | : | |
| 15. Overall assessment (Outstanding/ Very Good/
Good/average/Below average) | : | |

Dated:

Signature of Reporting Officer

REMARKS BY REVIEWING OFFICER:

If the officer reported upon is a member of SC/ST please indicates specifically whether the attitude of the Reporting Officer in assessing the performance if the SC/ST office has been fair and just.

Signature of reviewing Officer