



राष्ट्रीय प्रौद्योगिकी संस्थान अगरतला

NATIONAL INSTITUTE OF TECHNOLOGY AGARTALA

AGARTALA - 799046 (TRIPURA)

No. F.NITA. 3(119-GEN)/2018/6919-24

Dated: 30/09/2019

CIRCULAR

Sub: Revised Guidelines for assessment of PBAR/APAR in respect of regular faculty of NITA- reg

In partial modification to the circular no. F.NITA. 3(119-GEN)/2018/1684-93 dated: 22.05.2018, the following guidelines on PBAR/APAR in respect of Regular Faculty has been revised and incorporated with immediate effect:

- i. All regular employee both teaching and non-teaching of NITA should submit PBAR/APAR duly filled-in and sign all the pages to their respective Heads/Section In-charge(s)/Branch In-charge(s).
- ii. All HoDs should certify/assess for the faculty members under their control mentioned at Sl No. VIII, page no 8 & 9 of the format.
- iii. For HoDs, Dean(FW) will certify/assess at Sl No. VIII, page no 8 & 9 of the format.

This is issued with the approval of the Competent Authority.


REGISTRAR

To,

All concerned

Copy to:

- 1).The P.S. to the Director, NIT Agartala for kind information of the Director
- 2) All Deans, NITA.
- 3).All HoDs, NITA.
- 4).All Section/Branch In-Charge, NITA
- 5) Shri. Kamal Kanti Paul, System Administrator, NITA to upload the above circular on the NITA website immediately


REGISTRAR

Encl: Revised Format



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National Institute of Technology Agartala
AGARTALA - 799 046 (TRIPURA)

No. F.NITA.3(119-GEN)/2018

Revised Guidelines(format) for Assessment of APAR in respect of Faculty of NITA

Henceforth, for Assessment of APAR in respect of Faculty of NITA, the following revised guidelines are issued for compliance with immediate effect.

1. Numerical Gradings/Credit points mentioned by the Faculty concerned are to be evaluated and endorsed by the Reporting and Reviewing authorities for their quality of work output, personal attributes and functional competence of the faculty concerned reported upon.
2. Reviewing Officer may indicate specifically the differences if any, with the assessment made by the Reporting Officer and the reasons therein in the relevant section of Self Appraisal.
3. HoDs will act as Reporting Officer for the employees under their control and Dean (FW) will be the Reviewing Officer.
4. For HoDs, Dean(FW) will certify/assess at sl.VIII, page 8 & 9 of the format and act as Reporting Authority and Director or the Nominee will be the Reviewing Authority.
5. For Deans, Nominee of the Director/Director will be the Reporting and Reviewing Authority.
6. If Deans/Heads are having lower position than some of the employees, then their Reporting and Reviewing Authority will be the Director or his Nominee.
7. All HoDs should certify/assess activities of all the Faculty members under their control which are detailed in the Activity page 8 & 9 at point VIII of the APAR format and to submit the assessment Report to the Dean (FW) to assess APARs as Reporting/Reviewing Officer as the case may be.
8. All the regular employees (Teaching & Non-Teaching) of NITA should submit APAR to their respective HoDs/Sectional Heads duly filled and signed in all the pages.
9. If there is any deviation from the above, Directors' decision shall be final and binding on all employees.