

SARASWATI EDUCATION SOCIETY'S

SARASWATI COLLEGE OF ENGINEERING

KHARGHAR, NAVI MUMBAI- 410210.



SELF APPRAISAL
(Non-Teaching)

Note :Data to be filled by staff for last one year.

1. Details of staff

Name of Staff _____

Date of joining:- _____

Designation :- _____ Department:- _____

Qualification _____

Present Basic (Rs.) _____ Present Gross (Rs.) _____

Date of Implementation Present Basic (Rs.) _____

2. Office Work

Sr. No	Work Assigned Details	Performance/Progress in Assigned Work
1		
2		
3		
4		

3. Laboratory Work

Sr. No.	Lab Name	Class/SEM	Academic Year	Involved in No. of Practical's
1				
2				
3				
4				
5				



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4. Responsibilities at department /section level _____
 5. Responsibilities at college level _____
 6. Revenue generated to the departmental / college _____
 7. Future planning's _____
 8. If any other information _____
-

Signature of Staff with date : _____

Signature of HOD & Remark : _____

Note. The form shall be forwarded to Principal.

Signature of Registrar



Signature of Principal



SARASWATI Education Society's
SARASWATI College of Engineering

Learn Live Achieve and Contribute

Kharghar, Navi Mumbai - 410 210.

**SELF APPRAISAL
(Teaching Faculty)**

Note: Data to be filled by staff for last one year.

1. Details of staff

Name of Faculty _____ Date of joining _____

Designation _____ Department _____

Qualification _____

Present Basic (Rs.) _____ Present Gross (Rs.) _____

Date of Implementation Present Basic (Rs.) _____

2. No of paper published / presented

Sr. No.	Details	Period From / To	Registration Fee	Paid by College / Personal
1				
2				
3				
4				

3. STTP / Workshop / Seminar Attended

Sr. No.	Details	Period From / To	Registration Fee	Paid by College / Personal
1				
2				
3				
4				



4. Teaching learning process (Last 3 Semesters)

Sr. No.	Subject Taught	Class/SEM	Academic Year	No. of Lectures taken	Feedback	Result (%)

4. Programmes organized in college

Sr. No	Details	Date	For : Faculty / Students	Sponsorship	Total Expenditure	Revenue Generated

5. Book Published
6. Responsibilities at department level
7. Responsibilities at college level
8. Revenue generated to the departmental / college
9. Future planning's
10. If any other information

Signature of Staff with date: _____

- Note. 1. The form shall be forwarded to Principal.**
2. If necessary attach Annexure / Supporting documents

Signature of HOD & Remark: _____

Signature of Registrar



Signature of Principal