



KNOWLEDGE IS POWER

MAHESHTALA COLLEGE

BUDGE BUDGE TRUNK ROAD

KOLKATA-700139

Mobile No.: 6289482452

Website: <https://www.maheshtalacollege.ac.in>

Email: maheshtalacollege@yahoo.com

**ANNUAL SELF-ASSESSMENT
FOR THE PERFORMANCE
BASED APPRAISAL SYSTEM
(PBAS)**

Annual Self-Assessment for the performance Based Appraisal System (PBAS)

Session/Year: 2022-2023

(To be completed and submitted at the end of each academic year)

PART A: GENERAL INFORMATION

- Name (Block letters) : SANJOK LOHAR
- Father's /Mother's name/~~Husband's name~~ : RAM PRASAD LOHAR
- Department : ECONOMICS
- Current Designation & Grade Pay : ASSISTANT PROFESSOR & 7000/-
- Date of last Promotion : 15.11.2022
- Address for correspondence : Greenfield City, Block 65 Flat 1C Chakjote
Shibrampur, Maheshtala, South 24 Parganas, West Bengal
- Permanent Address (with PIN code) : Patharghata, 3 No. More, Rajpairi, P.O. New
Chumta, District Darjeeling, West Bengal, PIN: 734009

Telephone No: 9832460165

E-mail : s16sanjok@gmail.com

- Whether acquired any degrees or fresh academic qualifications during the year: No
- Academic Staff College Orientation/ Refresher Course/ STC attended during the year:

Name of the Course	Place	Duration	Sponsoring Agency
No	Not Applicable	Not Applicable	Not Applicable
No	Not Applicable	Not Applicable	Not Applicable

- Date of Appointment : 15.11.2016
- Date of eligibility for next Promotion : 15.11.2027
- Educational Qualification (Graduation onwards):

Examination	Name of the University	Year of passing
BA/B.Sc./ B.Com.	University of North Bengal	2004
MA/M.Sc./ M.Com.	University of North Bengal	2006
Other examination, if any	No	Not Applicable

13. Research Degree(s):

Degree	Name of the University	Date of award	Title
M.Phil	No	Not Applicable	Not Applicable
Ph.D/ D.Phil	No	Not Applicable	Not Applicable
D.Sc./ D.Lit	No	Not Applicable	Not Applicable
Other	No	Not Applicable	Not Applicable

9. Details of Teaching/ Research/Academic Experience:

Designation	Employer	Period of service From To	Scale of pay
Assistant Professor (Stage-1)	Maheshtala College	15/11/2016 to till date	57700-182400 (Level- 10)
Not Applicable	Not Applicable	Not Applicable	Not Applicable
Not Applicable	Not Applicable	Not Applicable	Not Applicable

10. Detail of publication (if any) :

Sl. No.	Year of publication	Title	Page No.	Journal/Books	ISSN/ISBN	Whether peer reviewed/publisher	Whether you are the main author of the paper
1.	2022	“Possibilities and opportunities in Indian higher education through the digital shift”	1006-1009	“International Journal of Science & Engineering Development Research” Vol.7, Issue 9 September, 2022	2455-2631	Yes, Peer Reviewed	Yes, Single author paper
2.	2022	“Snapshot of Indian Economy @ 75”	25-29	“International Journal of Research Culture Society” Vol.6, Issue11 November, 2022	2456-6683	Yes, Peer Reviewed Published by Research Culture Society, Internal Journals and books publisher C-1 Radha Raman	Yes, Single author paper

						society, Padra, Vadodara, Gujrat, India-391440	
--	--	--	--	--	--	--	--

I declare that the particulars given above are correct to the best of my knowledge and belief.

Sanjok Lohar.

Signature of the Candidate

All entries made above are checked and verified and found to be correct.

Signature of the Co-ordinator, IQAC

Date:

Seal:

Signature of the Principal/TIC

Date:

Seal:

Name of Teacher: Sanjok Lohar

Department: Economics

Month: June

Academic Year: 2022-23

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NC C/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical				Only Off Line	Only On Line	In Hrs	C L				
1	3		3												
2	4		4												
3	5		5												
4	4		4												
5												4 hrs Environmental Day celebration			
6															
7															
8															
9															
10															
11	4		4											2 Hours Invigilation duty	
12															
13															
14	4		4											2 Hours Invigilation duty	
15															
16	3		3											2 Hours Invigilation duty	
17															
18															
19															
20	3		3											2 Hours Invigilation duty	
21															
22															
23	4		4											2 Hours Invigilation duty	
24	3		3											3 Hours Invigilation duty+Exam com. meeting	
25															
26															
27												OD			
28															
29															
30															

Signature of the incumbent
with designationSignature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher: Sanjok Lohar

Department: Economics Month:

Academic Year:2022-23

Date	No. of Classes Allotted		No. of Classes Taken(incl. CC & ZHC)		CC		ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D					
1																
2	3		3													
3																
4															3 Hours Invigilation duty	
5															3 Hours Invigilation duty	
6															3 Hours Invigilation duty	
7																
8															3Hours Invigilation duty ½ an hour Internal marks upload	
9															3 Hours Tutorial exam duty	
10																
11																
12															2 Hours Invigilation duty	
13	1		1													
14															3 Hours Invigilation duty ½ an hour Tutorial marks upload	
15															3 Hours Invigilation duty	
16															3 Hours Invigilation duty	
17																
18																
19															3 Hours Invigilation duty	
20															4 Hours Coordinator duty	
21	1		1													
22														1 Hour leave committee work		
23															3 Hours Invigilation duty	
24																
25																
26															3 Hours Invigilation duty	
27															4 Hours Coordinator duty	
28															3 Hours Invigilation duty	
29															4 Hours Coordinator duty	
30															3 Hours Invigilation duty	
31																

Signature of the incumbent
with designationSignature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher: Sanjok Lohar

Department: Economics

Month:

Academic Year:2022-23

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC		ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D					
1																
2															1 Hour internal exam marks upload	
3	0		1													
4															3 Hours Invigilation duty	
5									CL							
6	0		1													
7																
8																
9																
10	0		1													
11																
12	0		1													
13	0		1													
14																
15													1 hour independence day celebration			
16											OD			Answer script submission in C.U		
17	2		2													
18	2		2													
19																
20	3		3													
21																
22																
23	3		3													
24	3		4													
25	3		4													
26	3		3													
27	4		4													
28																
29																
30									CL							
31									CL							

Signature of the incumbent
with designationSignature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher: Sanjok Lohar Department: Economics

Month..... Academic Year: 2022-23

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1	3		3												
2												OD		H.E meeting at CU	
3	3		3												
4															
5															
6	3		4												
7	3		3												
8	3		4												
9	3		4												
10	3		3												
11															
12															
13	5		3												
14	3		3												
15	3		4												
16	3		3												
17															
18															
19															
20	3		4												
21	4		2										3 hours admission related work		
22	3		3												
23												OD			
24	4		3									1 Hour NSS program			
25															
26															
27	4		4												
28	4		4												
29															
30															
31															

Signature of the incumbent
with designationSignature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher: Sanjok Lohar

Department: Economics

Month..... Academic Year: 2022-23

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC		ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D					
1																
2																
3																
4																
5																
6																
7																
8																
9																
10																
11																
12																
13																
14																
15																
16																
17																
18																
19																
20																
21																
22																
23																
24																
25																
26																
27																
28	5		5													
29	3		3													
30																
31																

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher: Sanjok Lohar Department: Economics Month..... Academic Year: 2022-23

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC		ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D					
1	4		4													
2	4		3													
3	3		3													
4	5		5													
5	4		4													
6																
7																
8																
9	5		5													
10									CL							
11	5		5													
12	1		1											Foundation Day		
13																
14																
15																
16	5		5													
17	3		4													
18	5		5													
19	4		1									4 hours NSS	Scholarship fair NSS			
20																
21																
22	4		4									1 hour NSS				
23	4		4									2 hours NSS				
24	3		4										Academic sub committee- 1.5 hours/Library -.5 hours			
25	5		5										Sports Com.- 2 hours			
26	4		3													
27																
28																
29	4		4													
30																

Signature of the incumbent with designation

Signature of the IQAC Coordinator

Signature of the Principal

Name of Teacher: Sanjok Lohar

Department: Economics

Month..... Academic Year: 2022-23

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC		ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D					
1									CL							
2	5		5													
3	4		4													
4																
5																
6	3		3													
7	4		4										2 hours NSS/UB A			
8	5		4													
9	4		4													
10	3		3													
11																
12																
13	4		4													
14	5		5													
15	3		3													
16	4		4													
17									CL					TCS+sports com. Meeting-2 hours		
18																
19																
20	4		2													
21	5		2											1 hour Sports Com.		
22														College Sports day-1 hour		
23														College Sports day-1 hour		
24																
25																
26																
27																
28																
29																

Signature of the incumbent
with designationSignature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher: Sanjok Lohar

Department: Economics

Month..... Academic Year: 2022-23

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC		ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D					
1																
2																
3	4		4													
4	5		3													
5	5		5													
6	5		4													
7	3		3													
8																
9																
10	4		4													
11	5		5													
12																
13									CL							
14																
15																
16																
17															3 Hours Invigilation duty	
18															3 Hours Invigilation duty	
19												OD			CU visit, HE meeting	
20															3 Hours Invigilation duty	
21															1 Hour Invigilation duty	
22																
23																
24																
25																
26														Saraswati puja+Republic day celebration-2 hours		
27																
28	0		1													
29																
30																
31	1		1											Sports Com.- 2 hours		

Signature of the incumbent
with designationSignature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher: Sanjok Lohar

Department: Economics

Month..... Academic Year: 2022-23

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC		ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D					
1	0		1											Administrative+Sports Com, work-5 hours		
2	0		1											Sports Com.-1 hour		
3	0		1											Sports Com.- 3 hours		
4														Sports Com.- 2 hours	3 Hours Invigilation duty	
5																
6																
7														Sports Com.- 3 hours	3 Hours Invigilation duty (Internal + tutorial exam)	
8														Sports Com.- 6 hours		
9														Sports Com.- 7 hours		
10												OD		Sports Com.- 7 hours		
11												OD		Sports Com.- 7 hours		
12												OD		Sports Com.- 7 hours		
13																
14																
15	0		1													
16															4 Hours coordinator duty	
17																
18																
19																
20	0		1													
21	0		1													
22										CL						
23	2		2													
24										CL						
25	3		3													
26																
27																
28	1		1													
29																

Signature of the incumbent
with designationSignature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher: Sanjok Lohar

Department: Economics

Month..... Academic Year: 2022-23

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC		ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D					
1															3 Hours Invigilation duty	
2															3 Hours Invigilation duty	
3									CL							
4															4 Hours coordinator duty	
5																
6																
7																
8																
9	2		2													
10															3 Hours Invigilation duty	
11	2		2													
12																
13																
14	0		1												3 Hours Invigilation duty	
15	3		3													
16	3		3													
17	3		3													
18	2		2													
19																
20																
21	3		3													
22	3		3													
23	3		3													
24	0		1													
25													2 hours NSS			
26																
27																
28	3		3											Academic sub com-2 hours		
29													3 hours NSS			
30	3		3											NAAC work 2 hours		
31													1 hour NSS	NAAC work 2 hours		

Signature of the incumbent
with designationSignature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher: Sanjok Lohar

Department: Economics

Month..... Academic Year: 2022-23

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC		ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D					
1	2		2													
2																
3																
4	3		3													
5									CL							
6	3		3													
7																
8																
9																
10																
11	5		1										K.K.DAS COLLEGE Tally workshop- 4 hours			
12	3		2													
13	3		1										Seminar on Start Up- 3 hours			
14																
15																
16																
17																
18																
19													IIC work- 6 hours			
20																
21																
22																
23																
24																
25	3		3													
26	3		3													
27	3		3											CU exam answer scripts submission- 4 hours		
28	3		3													
29	2		2													
30																

Signature of the incumbent
with designationSignature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher: Sanjok Lohar

Department: Economics

Month..... Academic Year: 2022-23

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC		ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D					
1																
2	4		2											Seminar on Sustainable Development- 3 hours		
3	3		3													
4									CL							
5																
6	2		2													
7																
8																
9																
10	3		2											Rabindra Jayanti- 1 hour		
11	3		3													
12	3		2											LMS workshop- 2 hours		
13	4		4													
14																
15	0		1											Administrative work- 5 hours		
16	0		1											Gender Audit work- 8 hours		
17																
18																
19	0		1													
20	0		1											Seminar & workshop- 2 hours		
21																
22	0		2												Internal & tutorial exam- 3hours	
23	0		2												Internal & tutorial exam- 3hours	
24																
25																
26	0		1											IIC work-4 hours		
27	0		1											NAAC work-5 hours		
28																
29	0		1											NAAC work-4 hours		
30	0		1											NAAC work-4hours		
31														NAAC work-4 hours		

Signature of the incumbent
with designationSignature of the IQAC
Coordinator

Signature of the Principal



KNOWLEDGE IS POWER

MAHESHTALA COLLEGE

BUDGE BUDGE TRUNK ROAD

KOLKATA-700139

Mobile No.: 6289482452

Website: <https://www.maheshtalacollege.ac.in>

Email: maheshtalacollege@yahoo.com

**ANNUAL SELF-ASSESSMENT
FOR THE PERFORMANCE
BASED APPRAISAL SYSTEM
(PBAS)**

Annual Self-Assessment for the performance Based Appraisal System (PBAS)

Session/Year:-----

(To be completed and submitted at the end of each academic year)

PARTA: GENERAL INFORMATION

1. Name (Block letters) : MALINI SEN
2. Father's/Mother's name/Husband's name : Saibal Ganguly
3. Department : Philosophy
4. Current Designation & Grade Pay : Associate Professor – Rs. 9000
5. Date of last Promotion : 01.08.2014
6. Address for correspondence : 522 Lake Gardens, Kolkata 700045
7. Permanent Address (with PIN code) : 522 Lake Gardens, Kolkata 700045

Telephone No: 9830782648

E-mail : malinisenkolkata@yahoo.com

8. Whether acquired any degrees or fresh academic qualifications during the year: No
9. Academic Staff College Orientation/Refresher Course/STC attended during the year: No

Name of the Course	Place	Duration	Sponsoring Agency
NA	NA	NA	NA
NA	NA	NA	NA

10. Date of Appointment 01.08.2001 :
11. Date of eligibility for next Promotion NA :
12. Educational Qualification (Graduation onwards):

Examination	Name of the University	Year of passing
BA/B.Sc./B.Com.	University of Calcutta	1987
MA/M.Sc./M.Com.	University of Calcutta	1989
Other examination ,if any		

13. Research Degree(s):

Degree	Name of the University	Date of award	Title
M.Phil	University of Calcutta	1992 (held in Sept, 1993)	The Materialist Theory of Personal Identity
Ph.D/D.Phil			
D.Sc./D.Lit			
Other			

9. Details of Teaching / Research / Academic Experience:

Designation	Employer	Period of service From To	Scale of pay
ASSOCIATE PROFESSOR	MAHESHTALA COLLEGE	01.08.2001 - TILL DATE	

10. Detail of publication (if any): NIL

I declare that the particulars given above are correct to the best of my knowledge and belief.

Signature of the Candidate

All entries made above are checked and verified and found to be correct.

Signature of the Co-ordinator, IQAC

Date:

Seal:

Signature of the Principal/TIC

Date:

Seal:

Name of the teacher
Malini Sen

Department
Philosophy

Month
July

Academic Year
2022

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC& ZHC)		CC	ZHC	Research work	Leave/OD				NCC/NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical				Only Offline	Only Online	In Hrs	C				
1	H Day														
2	0		1												
3	S Day														
4	0		0											C.U. Exam Invigilation – 3 hrs.	
5														C.U. Exam Invigilation – 3 hrs.	
6	P Day														
7														C.U. Exam Invigilation – 3 hrs.	
8														C.U. Exam Invigilation – 3 hrs.	
9	0		0												
10	S Day														
11															
12								✓							
13	P Day														
14														C.U. Exam Invigilation – 3 hrs.	
15											✓				
16														C.U. Exam Invigilation – 3 hrs.	
17	S day														
18								✓							
19														C.U. Exam Invigilation – 3 hrs.	
20	P day														
21								✓							
22											✓				
23														C.U. Exam Invigilation – 3 hrs.	
24	S day														
25														C.U. Exam Invigilation – 3 hrs.	
26	0		0										Gender Cell Meeting – 2 hrs.		
27	P day														
28								✓							
29														C.U. Exam Invigilation – 3 hrs.	
30														C.U. Exam Invigilation – 3 hrs.	
31	S day														

Signature of the incumbent with Designation

Signature of the IQAC Coordinator

Signature of the Principal

Name of the teacher
Malini Sen

Department
Philosophy

Month
September

Academic Year
2022

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC& ZHC)		CC		ZHC	Research work	Leave Take n/OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only of f Line	Only On Line	In Hrs	C L	E L	M L	O D					
1																
2	4		4													
3	3		3													
4	S Day															
5	3		3													
6	3		3													
7	P Day															
8									✓							
9	3		3													
10	3		3													
11	S Day															
12	4		4													
13									✓							
14														IQAC Meeting - 2 hrs.		
15	4		4													
16	4		4													
17	H Day															
18	S Day															
19									✓							
20	4		4													
21	P Day															
22									✓							
23	4		4											Admission work - 2 hrs		
24									✓							
25	S Day															
26	4		4													
27	4		4													
28	P Day															
29	2		2													
30	Vacation															

Signature of the incumbent
with Designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of the teacher
Malini Sen

Department
Philosophy

Month
October

Academic Year
2022

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC& ZHC)		CC		ZHC	Research work	Leave Take n/OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only of f Line	Only On Line	In Hrs	C L	E L	M L	O D					
1	Vacation															
2	Do															
3	Do															
4	Do															
5	Do															
6	Do															
7	Do															
8	Do															
9	Do															
10	Do															
11	Do															
12	Do															
13	Do															
14	Do															
15	Do															
16	Do															
17	Do															
18	Do															
19	Do															
20	Do															
21	Do															
22	Do															
23	Do															
24	Do															
25	Do															
26	Do															
27	Do															
28	5		5													
29	4		4													
30	S Day															
31	H Day															

Signature of the incumbent
with Designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of the teacher
Malini Sen

Department
Philosophy

Month
November

Academic Year
2022

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC& ZHC)		CC	ZHC	Research work	Leave/OD				NCC/NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical				Only Offline	Only Online	In Hrs	C L				
1	4		4												
2	P Day														
3	4		4												
4								✓							
5	4		4												
6	S Day														
7	5		5												
8	H day														
9	P Day														
10	4		5												
11	5		5												
12															Foundation Day Prg.
13	S Day														
14											✓				
15	H Day														
16	P Day														
17	4		4												
18	4		4												Quiz Prg.
19	4		4												Scholarship Fair
20	S Day														
21	4		4												
22	5		5												
23	P Day														
24	4		4												
25	4		4												
26	4		4												
27	S Day														
28								✓							
29	5		5												
30	P Day														

Signature of the incumbent
with Designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of the teacher
Malini Sen

Department
Philosophy

Month
December

Academic Year
2022

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave/TAKE n/OD				NCC/NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1	5		5												
2	4		5												
3	4		4												
4	S day														
5									✓						
6	4		4												
7	P Day														
8	4		4												
9														✓	
10	4		4												
11	S Day														
12	1		1											IA - 1hr	
13														IA - 1h	
14	P day														
15	0		1											IA - 1 hr	
16									✓						
17	4		4												
18	S day														
19	4		4												
20	4		4												
21	P day														
22	Sport														
23	Sport														
24	W Reces														
25	Do														
26	Do														
27	Do														
28	Do														
29	Do														
30	Do														
31	Do														

Signature of the incumbent
with Designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of the teacher
Malini Sen

Department
Philosophy

Month
January

Academic Year
2023

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC& ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical				Only Off Line	Only On Line	In Hrs	C L				
1	S Day														
2								✓							
3	4		4												
4	P day														
5								✓							
6	4		4												
7	4		4												
8	S day														
9	4		4												
10	4		4										Gender cell meeting - 2 hrs.		
11	P day														
12	H day														
13								✓							
14	H day														
15	S day														
16	4		4												
17														C.U. Exam Invigilation - 3 hrs	
18	P day														
19														C.U. Exam Invigilation - 3 hrs	
20														C.U. Exam Invigilation - 3 hrs	
21														C.U. Exam Invigilation - 3 hrs	
22	S day														
23	H day														
24	Do														
25	Do														
26														Republic Day Celebration	
27	H day														
28														NAAC Meeting - 4 hrs.	
29	S day														
30														Dept. works	
31											✓			CU Exam Meeting	

Signature of the incumbent
with Designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of the teacher
Malini Sen

Department
Philosophy

Month
February

Academic Year
2023

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC& ZHC)		CC	ZHC	Research work	Leave/OD				NCC/NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical				Only Offline	Only Online	In Hrs	C				
1	P day														
2	1		1										Dist. Sports Duty		
3	1		1										Dist. Sports Duty		
4	1		1										Dist. Sports Duty		
5	S day														
6								✓							
7													Dist. Sports Duty	C.U. Exam Invigilation - 3 hrs IA Duty - 2 hrs.	
8													Dist. Sports Duty		
9													Dist. Sports Duty		
10													Dist. Sports Duty		
11														C.U. Exam Invigilation - 3 hrs	
12	S day														
13														C.U. Exam Invigilation - 3 hrs	
14	H day														
15	P day														
16														C.U. Exam Invigilation - 3 hrs	
17	H day														
18	H day														
19	S day														
20	1		1											C.U. Exam work	
21	1		1											C.U. Exam work	
22	P day														
23															
24	2		2												
25	3		3												
26	S day														
27								✓							
28								✓							

Signature of the incumbent
with Designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of the teacher
Malini Sen

Department
Philosophy

Month
March

Academic Year
2023

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC& ZHC)		CC	ZHC	Researchwork	Leave/OD				NCC/NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical				Only Off Line	Only On Line	In Hrs	C L				
1	P day														
2	0		1											C.U. Exam Invigilation - 3 hrs	
3														C.U. Exam Invigilation - 3 hrs	
4	2		2												
5	S day														
6	0		1										C.U work - 6 hrs		
7	H day														
8	P day														
9	3		3												
10	1		1											C.U. Exam Invigilation - 3 hrs	
11															
12	S day														
13	2		3												
14														C.U. Exam Invigilation - 3 hrs	
15	P day														
16	3		3											NAAC work - 2 hrs	
17	2		2											NAAC work - 2 hrs	
18	2		2											NAAC Meeting	
19	S day														
20	3		3												
21	5		5												
22	P day														
23	4		4												
24	4		4												
25	4		4												
26	S day														
27	4		4												
28	2		2											TC Meeting	
29	P day														
30	4		4												
31	4		4												

Signature of the incumbent
with Designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of the teacher
Malini Sen

Department
Philosophy

Month
April

Academic Year
2023

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave/OD				NCC/NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical				Only Off Line	Only On Line	In Hrs	C L				
1	4		4												
2	S day												PTM		
3	H day														
4	P day														
5	6		6												
6	H day														
7	H day														
8	S day														
9	4		4												
10	3		3												
11	P day														
12	4		4												
13													Gender Cell Activity		
14	H day														
15	H day														
16	S day														
17	Online Cls														
18	Online Cls														
19	P day														
20	Online Cls														
21	H day														
22	H day														
23	S day														
24	4		4												
25	3		3												
26	P day														
27	5		5												
28	4		4												
29	4		4												
30	S day														

Signature of the incumbent
with Designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of the teacher
Malini Sen

Department
Philosophy

Month
May

Academic Year
2023

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC& ZHC)		CC	ZHC	Research work	Leave/TAKE n/OD				NCC/ NSS work inHrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical				Only of Line	Only of Line	InHrs	C L				
1	H day														
2	3		3												
3	P day														
4									✓						
5	H day														
6	4		4												
7	S day														
8													Routine Committee meeting		
9	H day														
10	P day														
11	5		5												
12	4		4										LMS prog.		
13	4		4												
14	S day														
15	4		4												
16													Dept work		
17															
18															
19															
20															
21															
22													NAAC work		
23													NAAC work		
24															
25															
26													NAAC work		
27													NAAC work		
28															
29													NAAC work		
30													Dept Prog – Vidyanagar College		
31													NAAC work		

Signature of the incumbent
with Designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of the teacher
Malini Sen

Department
Philosophy

Month
June

Academic Year
2023

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC& ZHC)		CC	ZHC	Research work	Leave Take n/OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical				Only Offline	Only Online	In Hrs	C L				
1															
2															
3															
4															
5	2		2										National dept seminar		
6															
7															
8															
9															
10															
11															
12															
13													Routine Meeting		
14													C.U. Work		
15															
16													Leave Meeting		
17													Dept. Work		
18														IA - 3 hrs	
19	H day														
20	P day														
21														IA - 3 hrs	
22														IA - 3 hrs	
23														IA - 3 hrs	
24															
25	S day														
26														National Webiner	
27															
28															
29															
30															

Signature of the incumbent
with Designation

Signature of the IQAC
Coordinator

Signature of the Principal



KNOWLEDGE IS POWER

MAHESHTALA COLLEGE

BUDGE BUDGE TRUNK ROAD

KOLKATA-700139

Mobile No.: 6289482452

Website: <https://www.maheshtalacollege.ac.in>

Email: maheshtalacollege@yahoo.com

**ANNUAL SELF-ASSESSMENT
FOR THE PERFORMANCE
BASED APPRAISAL SYSTEM
(PBAS)**

Annual Self-Assessment for the performance Based Appraisal System (PBAS)

Session/Year: 2022-23

(To be completed and submitted at the end of each academic year)

PART A: GENERAL INFORMATION

1. Name (Block letters) : RANAJIT DAS
2. Father's /Mother's name/Husband's name : Prankrishna Das
3. Department :Political Science
4. Current Designation & Grade Pay : Assistant Professor & 6000/-
5. Date of last Promotion : 11/11/2021 (Due)
6. Address for correspondence : Near Biswabani, School, Srikhanda, P.O.- Panchpota
Kolkata-700152

7. Permanent Address (with PIN code) : Vill- Chak Pitambar Dutta, P.O.-Shibganj, P.S.-Basanti
Dist- South 24 Parganas, PIN-743312

Telephone No: 9647435115

E-mail : ranajit.mc16@gmail.com

8. Whether acquired any degrees or fresh academic qualifications during the year: NA
9. Academic Staff College Orientation/ Refresher Course/ STC attended during the year:

Name of the Course	Place	Duration	Sponsoring Agency
NA	NA		

10. Date of Appointment : 11/11/2016
11. Date of eligibility for next Promotion : 11/11/2021 (Due)
12. Educational Qualification (Graduation onwards): MA, M.Phil,

Examination	Name of the University	Year of passing
BA/B.Sc./ B.Com.	JADAVPUR UNIVERSITY	2008
MA/M.Sc./ M.Com.	JADAVPUR UNIVERSITY	2010
Other examination, if any		

13. Research Degree(s):

Degree	Name of the University	Date of award	Title
M.Phil	VIDYASAGAR UNIVERSITY	18/10/2016	TRAFFICKING OF WOMEN AND CHILDREN: THE SOUTH ASIAN CONTEXT
Ph.D/ D.Phil	NA		
D.Sc./ D.Lit	NA		
Other			

9. Details of Teaching/ Research/Academic Experience:

Designation	Employer	Period of service From To	Scale of pay
Assistant Professor (Stage -1)	Maheshtala College	11/11/2016 to Up to present day	57700- to 182400/- Level-10

10. Detail of publication (if any) :

1 (Page-117)	“Organ Trafficking and Transplantati on in India and Prevention” Page No - d470-d473	Journal of Emerging Technologies and Innovative Research (JETIR) Vol. 9, Issue 11, November , 2022	2349-5162	Peer reviewed. Refereed Journal	Single Author	Main Author	10
-----------------	---	--	-----------	---------------------------------	---------------	-------------	----

I declare that the particulars given above are correct to the best of my knowledge and belief.

Signature of the Candidate

All entries made above are checked and verified and found to be correct.

Signature of the Co-ordinator, IQAC

Date:

Seal:

Signature of the Principal/TIC

Date:

Seal

Date June	No. of Classes Allotted		No. of Classes Taken(in cl. CC& ZHC)		CC		ZHC	Researc hwork	LeaveTak en/OD				NCC /NSS work inHr s	Different Committee work in Hrs (Mention Committee)	ExamrelatedDuti es (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Th eor y	Pr actic al	Th eor y	Prac tical	Onl y Off Line	Onl y On Line	In Hrs	C L	E L	M L	O D					
1	5		5													
2	4		4													
3	3	2	3	2												
4	4		4											2 Hours Internal Assessment		
5																
6																
7	4		4													
8	3	2	3	2												
9	4		4													
10	3	2	3	2												
11	4		4													
12																
13																
14														2 Hours Invigilation duty		
15	3		3													
16																
17	4		4													
18	4		4													
19																
20														3 Hours Invigilation duty		
21														3 Hours Invigilation duty		
22														3 Hours Invigilation duty		
23	1		1													
24	1		1													
25	1		1													
26																
27																
28	1		1													
29													1Hour 30 Minutes (Admission Committee)			
30																
31																

Signature of the incumbent

Signature of the IQAC

With designation

Coordinator

Signature of the Principal

Date July	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/ NSS work nHrs	Different Committee Hrs (Mention Committee)	Exam related Duties (Invigilation, Papers setting / Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	InHrs	C L	E L	M L	O D				
1															
2	2		2												
3															
4															
5														3 Hours Invigilation duty	
6														3 Hours Invigilation duty	
7														3 Hours Invigilation duty	
8														3 Hours Invigilation duty	
9									CL					3 Hours Invigilation duty	
10															
11															
12													OD		
13															
14														3 Hours Invigilation duty	
15														3 Hours Invigilation duty	
16														3 Hours Invigilation duty	
17															
18															
19									CL					3 Hours Invigilation duty	
20														2 Hours Evaluation	
21															
22															
23														3 Hours Invigilation duty	
24															
25															
26														3 Hours Invigilation duty	
27														3 Hours Invigilation duty	
28														3 Hours Invigilation duty	
29															
30															
31															

Signature of the incumbent

Signature of the IQAC

Signature of the Principal

With designation

Coordinator

Date Aug	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/ NSS workin Hrs	Different Committee work Hrs (Mention Committee)	Exam related Duties (Invigilation, Papers etting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1														3 Hours Invigilation duty	
2								CL						3 Hours Invigilation duty	
3	4		4												
4								CL						2 Hours Evaluation	
5	4		4											2 Hours Evaluation	
6								CL						2 Hours Evaluation	
7															
8															
9															
10														2 Hours Evaluation	
11														2 Hours Evaluation	
12	5		5											2 Hours Evaluation	
13								CL						2 Hours Evaluation	
14	4		4											2 Hours Evaluation	
15	4		4											2 Hours Evaluation	
16	4		4											2 Hours Evaluation	
17														2 Hours Evaluation	
18	4		4												
19															
20	4		4									OD			
21															
22														2 Hours Evaluation	
23															
24	5		5												
25	3		3									OD			
26	4		4												
27	4		4												
28														2 Hours Evaluation	
29															
30	5		5												
31	2		2												

Signature of the incumbent

Signature of the IQAC

Signature of the Principal

With designation

Coordinator

Date-Sept.	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting / Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1								CL							
2	4		4											2 Hours Evaluation	
3	4		4												
4															
5	5		5												
6	5		5												
7														2 Hours Evaluation	
8	4		4												
9	3		3												
10	4		4												
11															
12	4		4												
13	4		4												
14															
15	3		3												
16	3		3												
17															
18															
19	4		4												
20	5		5												
21											OD				
22	4		4											2 Hours Evaluation	
23											OD			2 Hours Evaluation	
24	5		5											2 Hours Evaluation	
25															
26								CL							
27	5		5												
28															
29	4		4												
30															
31															

Signature of the incumbent

Signature of the IQAC

Signature of the Principal

With designation

Coordinator

Date Oct	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/ NSS work in Hrs	Different Committee work Hrs (Mention Committee)	Exam related Duties (Invigilation, Papers setting / Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															
2															
3															
4															
5															
6															
7															
8															
9															
10															
11															
12															
13															
14															
15															
16															
17															
18															
19															
20															
21															
22															
23															
24															
25															
26															
27															
28	5		5												
29	4		5										1 Hour (Admission Committee)		
30															
31															

Signature of the incumbent

Signature of the

IQAC with designation

Coordinator

Signature of the Principal

Date Nov	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/ NSS work nHrs	Different Committee Hrs (Mention Committee)	Exam related Duties (Invigilation, Papers setting / Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any) Nov
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1	5		5												
2													1 Hours Scholarship		
3	4		1												
4	5		5												
5	4		4												
6															
7									CL						
8															
9															
10	4		4												
11	4		4												
12	1		1												
13															
14															
15															
16															
17	5		5											2 Hours Evaluation	
18	4		4										2 Hours Scholarship		
19	3		3										1 Hours Scholarship		
20															
21	4		4												
22	5		5									1 Hour NSS			
23												2 Hours NSS			
24	4		4									1 Hour NSS			
25	5		4									1 Hour NSS			
26	4		4												
27															
28	5		5												
29	5		5												
30	4		4											OD	
31															

Signature of the incumbent

Signature of the IQAC

With designation

Coordinator

Signature of the Principal

Date Dec	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/ NSS work nHrs	Different Committee work Hrs (Mention Committee)	Exam related Duties (Invigilation, Papers setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any) Dec
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1												3 Hours NSS			
2	5	5													
3	4	4													Cas Screening
4															
5															
6															
7									CL						
8	4	4													
9	5	5													
10	4	4													
11															
12													2 Hours & 30 Minutes		
13	1	1													
14	1	1													
15	1	1													
16	2	2													
17	4	4							CL						
18															
19	4	4													
20	5	4											1 Hour Sports & 2 Hour STC		
21															
22											OD		1 Hour Sports		
23											OD		1 Hour Sports		
24															
25															
26															
27															
28															
29															
30															
31															

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Date Jan	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/ NSS work nHrs	Different Committee work Hrs (Mention on Committee)	Exam related Duties (Invigilation, Papers setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															
2	4		4												
3	4		4												
4															
5	4		4												
6	4		4												
7	4		4												
8															
9	4	1	4												
10	4	1	4												
11															
12															
13									CL						
14															
15															
16	4	1	4												
17	4		4											3 Hours Invigilation	
18														3 Hours Invigilation	
19	5		5											3 Hours Evaluation	
20	4		4											3 Hours Evaluation	
21	4		4											3 Hours Evaluation	
22															
23															
24															
25															
26														3 Hours Invigilation	
27															
28	4		4											2 Hours IQAC	
29															
30	4		4												
31	4		4												

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Date Feb	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/ NSS work in Hrs	Different Committee Hrs (Mention Committee)	Exam related Duties (Invigilation, Papers setting / Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any) Feb
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1													4 Hours Sports		
2	4		4										4 Hours Sports		
3	4		4											3 Hours Evaluation	
4	4		4										4 Hours Sports		
5															
6									CL						
7	4		4										6 Hours Sports	3 Hours Invigilation	
8													6 Hours Sports		
9													6 Hours Sports		
10													6 Hours Sports		
11													6 Hours Sports		
12													6 Hours Sports		
13													6 Hours Sports		
14															
15															
16														3 Hours Invigilation	
17														3 Hours Evaluation	
18															
19															
20														3 Hours Invigilation	
21														3 Hours Invigilation	
22	3		3											3 Hours Invigilation	
23	3		3												
24	2		2												
25	2		2												
26	4		4												
27															
28	3		3												
29															
30															
31															

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Date March	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Papers setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1														3 Hours Invigilation	
2	2		2											3 Hours Invigilation	
3									CL						
4	1		1												
5															
6									CL						
7															
8															
9	3		3												
10	4		4											3 Hours Invigilation	
11	4		4											4 Hours Evaluation	
12															
13	4		4												
14	4		4											3 Hours Invigilation	
15															
16	3		3												
17									CL						
18	5		5												
19															
20	4		4									2 Hours NSS			
21	4		4									2 Hours NSS			
22															
23	4		4									6 Hours NSS			
24	5		5									5 Hours NSS			
25	4		1									5 Hours NSS			
26												3 Hours NSS			
27	4		4									4 Hours NSS			
28	4		2									2 Hours NSS			
29												3 Hours NSS			
30	5		5									3 Hours NSS			
31	5		4									3 Hours NSS			

Signature of the incumbent
with designationSignature of the IQAC
Coordinator

Signature of the Principal

Date April	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/ NSS work in Hrs	Different Committee Hrs (Mention Committee)	Exam related Duties (Invigilation, Papers setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															
2	3		3										Parents Teacher meeting		Parent Teacher Meet
3															
4	5		5												
5													2 Hours Admission		
6	4		4												
7															
8													3 Hours Admission		
9															
10															
11	4		4												
12	5		5									1 Hour NSS			
13	5		5												
14															
15															
16															
17	online												3 Hours Admission		
18	online														
19	Online class												3 Hours Admission		
20															
21															
22															
23															
24															
25	4		4												
26	5		5										2 Hours Evaluation		
27	5		5												
28	4		4												
29	5		5												
30															
31															

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Date May	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/ NSS work in Hrs	Different Committee work Hrs (Mention Committee)	Exam related Duties (Invigilation, Papers setting / Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															
2	4		4												
3	5		5												
4									CL						
5															
6	4		4												
7															
8	4		4												
9															
10														2 Hours Evaluation	
11	5		5												
12	4		4												
13	5		5												
14															
15	4		4												
16	4		4												
17															
18															
19	4		4												
20	5		5												
21															
22	4		4												
23	3		3												
24															
25															
26	4		4												
27	5		5												
28															
29	3		3												
30	4		4												
31	2		2												

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal



KNOWLEDGE IS POWER

MAHESHTALA COLLEGE

BUDGE BUDGE TRUNK ROAD

KOLKATA-700139

Mobile No.: 6289482452

Website: <https://www.maheshtalacollege.ac.in>

Email: maheshtalacollege@yahoo.com

**ANNUAL SELF-ASSESSMENT
FOR THE PERFORMANCE
BASED APPRAISAL SYSTEM
(PBAS)**

Annual Self-Assessment for the performance Based Appraisal System(PBAS)

Session/Year: -----2022-2023-----

(To be completed and submitted attend of each academic year)

PART-A: GENERAL INFORMATION

1. Name(Block letters) : LIPI HALDER
2. Father's/Mother's name/Husband's name : Shubhankar Halder
3. Department : Department of Bengali
4. Current Designation & Grade Pay : Assistant Professor & 8000/-
5. Date of last Promotion : 23/12/2016
6. Address for correspondence : 5L, Prasanna Naskar Lane,P.o-Tiljala, P.S.-
Kasba,Kolkata-700039W.B.
7. Permanent Address (with PIN code) : 5L, Prasanna Naskar Lane,P.o-Tiljala, P.S.-
Kasba,Kolkata-700039W.B.
8. TelephoneNo: 8250122216
E-mail : lipihalder75@gmail.com
9. Whether acquired any degrees or fresh academic qualifications during the year: No
10. Academic Staff College Orientation/Refresher Course/STC attended during the year:

Name of the Course	Place	Duration	Sponsoring Agency
No	Not Applicable	Not Applicable	Not Applicable
No	Not Applicable	Not Applicable	Not Applicable

11. Date of Appointment : 14.05.2005
12. Date of eligibility for next Promotion : N.A.
13. Educational Qualification (Graduation on wards):

Examination	Name of the University	Year of passing
BA/B.Sc./B.Com.	University of Burdwan	1995
MA/M.Sc./M.Com.	University of Burdwan	1997
Other examination, if any NET-UGC	No	2000

14. Research Degree(s):

Degree	Name of the University	Date of award	Title
M.Phil	No	Not Applicable	Not Applicable
Ph.D/D.Phil	University of Burdwan	Pursuing	□□□□□□□□ □□□□□□ □ □□□□□ □□□□□□ □□□□(Antahpur Patrika o Narir Chinta Jagat)
D.Sc./D.Lit	No	Not Applicable	Not Applicable
Other	No	Not Applicable	Not Applicable

9. Details of Teaching/Research/Academic Experience:

Designation	Employer	Period of service From To	Scale of pay
Lecturer	Principal, Dr. B.N.Dutta Smriti Mahavidyalaya.Hat gobindapur. Burdwan.	14.05.2005 – 31.12.2005	P.B-8000/- 13500/- With AGP- Rs.6000/-
Assistant Professor { Stage-I }	Principal, Dr. B.N.Dutta Smriti Mahavidyalaya.Hat gobindapur. Burdwan.	I} 01.01.2006 - 13.05.2011	P.B-15600/- 39100/ With AGP- Rs.6000/-
Assistant Professor { Stage-II }	Principal, Dr. B.N.Dutta Smriti Mahavidyalaya.Hat gobindapur. Burdwan.	14.05.2011-22.12.2016	P.B-15600/- 39100/ With AGP- Rs.7000/-
Assistant Professor { Stage-III }	Principal, Dr. B.N.Dutta Smriti Mahavidyalaya.Hat gobindapur. Burdwan	23.12.2016 - 04.07.2017	Rs.15600/- Rs.39100 With AGP- Rs.8000/
Assistant Professor { Stage-III }	Principal, Maheshtala College. BudgeBudge Trank Road.Kolkata- 700141	05.07.2017-Contd.	Rs.15600/- Rs.39100 With AGP- Rs.8000/ OR pay Level in pay matrix 12 (79800- 211500), revise d Basic Pay-Rs. 95300/-

10. Detail of publication(if any):

Sl. No.	Title with page no.	Journal	ISSN/ ISBN No.	Whether peer reviewed. Impact factor, if any	No. of Co-author	Whether you are the main author
----------------	----------------------------	----------------	-----------------------	---	-------------------------	--

I declare that the particulars given above are correct to the best of my knowledge and belief.

Signature of the Candidate

All entries made above are checked and verified and found to be correct.

Signature of the Co-ordinator, IQAC

Date:

Seal:

Signature of the Principal/TIC

Date:

Seal:

Date June	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC		ZHC	Research work	Leave Taken/OD				NCC /NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D					
1																
2	2		2													
3																
4														2 Hours Internal Assessment		
5																
6	2		1													
7	2		2													
8																
9	2		2													
10	2		1													
11	2		2													
12																
13																
14														2 Hours Invigilation duty		
15																
16														2 Hours Invigilation duty		
17	2		2													
18	2		2													
19																
20														3 Hours Invigilation duty		
21														3 Hours Invigilation duty		
22														3 Hours Invigilation duty		
23	1		1													
24	1		1													
25	1		1													
26																
27																
28	1		1													
29																
30																
31																

Signature of the incumbent Signature of the IQAC

With designation

Coordinator

Signature of the Principal

Name of Teacher-Lipi Halder

Department-Bengali

Month-

Academic Year- 2022-23

Date July	No. of Classes Allotted		No. of Classes Taken(incl. CC& ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/ NSS worki nHrs	DifferentCo mmittee work inHrs(Mentio n Committee)	ExamrelatedDuties (Invigilation,Papers etting /Moderation,Evalua tion, InternalAssessment)in Hrs	Rema rks(if any)
	The ory	Prac tical	The ory	Pract ical	Only Off Line	Only On Line	InHrs	C L	E L	M L	O D				
1															
2	2		2												
3															
4															
5															
6															
7															
8															
9															
10															
11															
12															
13															
14														3 Hours Invigilation duty	
15															
16														5 Hours Invigilation duty & Coordinatorsip	
17															
18														3 Hours Invigilation duty	
19														3 Hours Invigilation duty	
20															
21															
22														5 Hours Invigilation duty & Coordinatorsip	
23															
24															
25														3 Hours Invigilation duty	
26															OD
27															OD
28															OD
29															OD
30															OD
31															OD

Signature of the incumbent

Signature of the IQAC

Signature of the Principal

With designation

Coordinator

Date Aug	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC		ZHC	Research work	Leave Taken/OD				NCC/NSS working Hrs	Different Committee work Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting, Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C	E	M	O	D				
1																
2																3 Hours Invigilation duty
3																
4																3 Hours Invigilation duty
5																2 Hours Evaluation Duty
6																2 Hours Evaluation Duty
7																
8																
9																
10																
11																
12																01 Hour Evaluation Duty
13																03 Hours Evaluation Duty
14																
15																
16	3		3													
17																
18	4		4													01 Hour Evaluation Duty
19																
20									CL							
21																
22	5		5													
23	3		3													
24																
25	4		4													
26	4		4													
27									CL							
28																
29	5		5													
30	4		4													
31																

Signature of the incumbent

Signature of the IQAC

Signature of the Principal

With designation

Coordinator

Date Sep	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention on Committee)	Exam related Duties (Invigilation, Papers setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															
2															
3															
4															
5															
6															
7															
8	4		4												
9	4		4												
10	4		4												
11															
12	2		2										1hr Routine Work		
13	3		3										1hr Routine Work		
14	0		1												
15	3		3												
16	3		3												
17															
18															
19	4		3										2 hr ASC meeting		
20	4		4												
21															
22	4		3												
23	5		3												
24									CL						
25															
26	5		5												
27	4		3												
28															
29	2		2												
30															Puja Vacation started
31															

Signature of the incumbent

Signature of the IQAC

Signature of the Principal

With designation

Coordinator

Date Oct	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/ NSS work nHrs	Different Committee work Hrs (Mention Committee)	Exam related Duties (Invigilation, Papers setting / Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															
2															
3															
4															
5															
6															
7															
8															
9															
10															
11															
12															
13															
14															
15															
16															
17															
18															
19															
20															
21															
22															
23															
24															
25															
26															
27															
28	3		3												
29	4		3												
30															
31															

Signature of the incumbent Signature of the
 IQAC with designation Coordinator

Signature of the Principal

Date Nov	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/ NSS work nHrs	Different Committee work Hrs (Mention Committee)	Exam related Duties (Invigilation, Papers setting / Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any) Nov
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1	5		5												
2															
3	4		4												
4	3		3												
5	4		4												
6															
7	5		5												
8															
9															
10	5		4												
11	3		3										2 hrs meeting on College foundation Day		
12															
13															
14	5		5												
15															
16															
17	5		5											2 Hours Evaluation	
18	3		3												
19	4		4												
20															
21	5		5												
22	5		5												
23															
24	4		4												
25	5		4												
26									CL						
27															
28	5		5												
29	4		4												
30															
31															

Signature of the incumbent

Signature of the IQAC

With designation

Coordinator

Signature of the Principal

Date Dec	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Papers setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any) Dec
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															
2	5		5												
3	4		1												
4															
5	5		5												
6	4		4												
7															
8									CL						
9	5		5												
10	4		4												
11															
12	5		5												
13	5		5												
14															
15	4		4												
16	3		3												
17	4		4												
18															
19									CL						
20	4		2										2 hrs seminar on health hazards & 01 hr TC Meeting		
21															
22															
23															
24															
25															
26															
27															
28															
29															
30															
31															

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher- Lipi Halder

Department- Bengali

Month-

Academic Year- 2022-23

Date Jan	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/ NSS work nHrs	Different Committee Hrs (Mention Committee)	Exam related Duties (Invigilation, Papers setting / Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															
2	2		2												
3	2		2												
4															
5	2		2												
6	2		2												
7	2		2												
8															
9	2		2												
10	3		3												
11															
12	2		2												
13															
14															
15															
16														3 Hours Invigilation	
17														3 Hours Invigilation	
18														5 Hours Invigilation	
19														3 Hours Evaluation	
20															
21														3 Hours Evaluation	
22															
23															
24															
25															
26															
27															
28															ML
29															ML
30															ML
31															ML

Signature of the incumbent
with designationSignature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher- Lipi Halder

Department- Bengali

Month-

Academic Year- 2022-23

Date Feb	No. of Classes Allocated		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/ NSS work in Hrs	Different Committee Hrs (Mention Committee)	Exam related Duties (Invigilation, Papers setting / Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any) Feb
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1	1		1								ML				
2											ML				
3											ML				
4											ML				
5											ML				
6											ML				
7											ML				
8											ML				
9											ML				
10											ML				
11	1		1												
12															
13														5 Hours Invigilation	
14															
15															
16														3 Hours Invigilation	
17															
18															
19															
20	1		1												
21															
22															
23	3		3												
24											CL				
25											CL				
26															
27	1		1												
28	3		3												
29															
30															
31															

Signature of the incumbent
with designationSignature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher- Lipi Halder

Department- Bengali

Month-

Academic Year- 2022-23

Date March	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Papers setting / Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															
2	2		2											3 Hours Invigilation	
3	2		2											3 Hours Invigilation	
4	1		1										3 Hours Exam Committee		
5															
6	2		2												
7															
8															
9	3		3												
10	1		1											3 Hours Invigilation	
11	2		2												
12															
13									CL						
14	3		3										2 Hrs NAAC Meeting		
15															
16									CL						
17	3		3												
18	2		2										2 Hrs NAAC		
19															
20	4		4												
21	4		4												
22															
23	4		4										2 Hrs Intellect us Gender Cell		
24	3		3										1 hr NAAC		
25	4		4												
26															
27	2		2												
28	2		2										3 hrs TC & NAAC Meeting		
29															
30	2		2												
31	3		3										1 hr NAAC		

Signature of the incumbent
with designationSignature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher- Lipi Halder

Department- Bengali

Month-

Academic Year- 2022-23

Date April	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/ NSS work in Hrs	Different Committee work Hrs (Mention Committee)	Exam related Duties (Invigilation, Papers setting / Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1	3		3										1 hr Gender Cell		
2															Parent Teacher Meet
3															
4	4		4										2 hrs meeting on NAAC		
5															
6	4		4												
7															
8															
9															
10	4			4											
11	2		2										3 hrs Building Maintenance & Naac		
12															
13	5		5												
14															
15															
16															
17	4		4												Online
18	4		4												Online
19															
20	4		4												Online
21															
22															
23															
24	3		3												
25	4		4												
26															
27	5		4												
28	4		4												
29	3		3												
30															
31															

Signature of the incumbent
with designationSignature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher- Lipi Halder

Department- Bengali

Month-

Academic Year- 2022-23

Date May	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Papers setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															
2	4		4												
3	0		1												
4									CL						
5															
6									CL						
7															
8															
9									CL						
10															
11	5		4												
12	2		2									2 hrs LMS			
13	5		5												
14															
15	4		4												
16	2		2												
17															
18															
19	4		4											1 hr I&TU Exam Duty	
20	2		2									2 hrs Workshop on Methodology			
21															
22	1		1											1 hr I&TU Exam Duty	
23	2		2											3 hrs Webinar on NAAC	
24															
25															
26															
27	2		2												
28															
29	1		1												
30	2		2											2 hrs Meeting on NAAC	
31	0		2											2 hrs Meeting on NAAC	

Signature of the incumbent
with designationSignature of the IQAC
Coordinator

Signature of the Principal



KNOWLEDGE IS POWER

MAHESHTALA COLLEGE

BUDGE BUDGE TRUNK ROAD

KOLKATA-700139

Mobile No.: 6289482452

Website: <https://www.maheshtalacollege.ac.in>

Email: maheshtalacollege@yahoo.com

**ANNUAL SELF-ASSESSMENT
FOR THE PERFORMANCE
BASED APPRAISAL SYSTEM
(PBAS)**

Annual Self-Assessment for the performance Based Appraisal System (PBAS)

July 2022 – June 2023

Session/Year: -----

(To be completed and submitted at the end of each academic year)

PART A: GENERAL INFORMATION

1. Name (Block letters) : Dr. MONAMI BASU.
2. Father's /Mother's name/Husband's name : Avijit Das.
3. Department : Bengali.
4. Current Designation & Grade Pay : SACT – 1.
5. Date of last Promotion :
6. Address for correspondence :172/N, Kalipada Mukherjee Road , Kolkata – 8.
7. Permanent Address (with PIN code) : 172/ N, Kalipada Mukherjee Road,Kolkata -8.

Telephone No : 9748557071

E-mail : mbasu80@gmail.com

8. Whether acquired any degrees or fresh academic qualifications during the year:
9. Academic Staff College Orientation/ Refresher Course/ STC attended during the year:

Name of the Course	Place	Duration	Sponsoring Agency

10. Date of Appointment : 1.11. 2008 as PTT .
11. Date of eligibility for next Promotion :
12. Educational Qualification (Graduation onwards):

Examination	Name of the University	Year of passing
BA/B.Sc./ B.Com.	UNIVERSITY OF CALCUTTA	2002
MA/M.Sc./ M.Com.	UNIVERSITY OF CALCUTTA BENGALI	2004
Other examination, if any	UNIVERSITY OF CALCUTTA Comparative Indian Language and Literature	2010

13. Research Degree(s):

Degree	Name of the University	Date of award	Title
M.Phil	UNIVERSITY OF CALCUTTA.	2008	BANGLA DARPAN NATOKER KOTHA .
Ph.D/ D.Phil	VISVA - BHARATI	2013	STUYDING THE HISTORY OF BENGALI LITERATURE OF TWO BENGALS' 20 TH CENTURY ; AN EVALUATIVE STUDY
D.Sc./ D.Lit			
Other	CULTURAL MINISTRY OF INDIA	2019	PRABASI PATRIKA ; RAMANANDA CHATTOPADHYAY

9. Details of Teaching/ Research/Academic Experience:

Designation	Employer	Period of service	From To	Scale of pay

10. Detail of publication (if any) :

I declare that the particulars given above are correct to the best of my knowledge and belief.

Signature of the Candidate

All entries made above are checked and verified and found to be correct.

Signature of the Co-ordinator, IQAC

Date:

Seal:

Signature of the Principal/TIC

Date:

Seal:

Name of Teacher:
Dr. Monami Basu

Department
Bengali

Month..... Academic Year.....
July 2022

Date	No. of Classes Allotted		No. of Classes Taken(incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC /NSS work in Hrs	Different Committee work in Hrs(Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															Rath Yatra
2	2														Present
3															Sunday
4	2														Present
5															Present
6															Day-off
7															Day-off
8															Present
9															Present
10															Sunday
11															Eid
12															Present
13															Day-off
14															Day-off
15															Present
16															Present
17															Sunday
18															Present
19															Present
20															Day-off
21															Day-off
22															Present
23															Present
24															Sunday
25															Present
26															Present
27															Day-off
28															Day-off
29															Present
30															Present
31															Sunday

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department
BengaliMonth..... Academic Year.....
August 2022

Dr Monami Basu

August Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															Present
2															Present
3															Day-off
4															Day-off
5															Present
6															Present
7															Sunday
8															Present
9															Present
10															Day-off
11															Day-off
12															Present
13															Present
14															Sunday
15															Present (Independence Day)
16	3														Present
17															Day-off
18															Day-off
19	3														Present
20	4														Present
21															Sunday
22															Present
23	4														Present
24															Day-off
25															Day-off
26	CC-6, CC-4		4												Present
27	CC-6, CC-4		4												Present
28		Signature of the incumbent					Signature of the IQAC								Sunday
29	CC-6, CC-4		2									Signature of the Principal			Present
30	CC-6, CC-4		2									Coordinator			Present

Name of Teacher:

Department

Month..... Academic Year.....

Date (Sept.)	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															Day-off
2	CC-6, CC-4		3												Present
3	CC-6, CC-4		2												Present
4															Sunday
5															Present
6															Present
7															Teacher's Day Celebration (Sem. IV)
8															AB
9															Present
10															Present
11															Sunday
12	CC-2		2												Present
13			2												Present
14															Day-Off
15															Day-Off
16			4												Present
17			4												Present
18															Sunday
19			4												Present
20			4												Present
21															Day-Off
22															Day-Off
23															Present
24															Present
25															Sunday
26															AB
27			3												Present
28															Day-Off
29		Signature of the incumbent					Signature of the IQAC								Day-Off
30		with designation					Coordinator					Signature of the Principal			Puja Vacation

Name of Teacher:

Department

Month..... Academic Year.....

Date (Oct.)	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)	
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D					
1															P	
2															U	
3															J	
4															A	
5																
6															V	
7															A	
8															C	
9															A	
10															T	
11															I	
12															O	
13															N	
14																
15															P	
16															U	
17															J	
18															A	
19																
20															V	
21															A	
22															C	
23															A	
24															T	
25															I	
26															O	
27															N	
28																
29																
30																
31	Signature of the incumbent				Signature of the IQAC									Signature of the Principal		Chatt Puja

with designation

Coordinator

Name of Teacher:

Department

Month..... Academic Year.....

Date (Nov.)	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															
2															
3															
4															
5			4												Present
6															Sunday
7			4												Present
8															Day-Off
9			3												Present
10															Day-off
11			4												Present
12															Day-off
13															Sunday
14			3												Present
15															Day-off
16															AB
17															Day-off
18			3												Present
19			2												Present
20															Sunday
21			2												Present
22			2												Present
23			3												Present
24															Day-off
25			4												Present
26			2												Present
27															Sunday
28			4												Day-off
29															
30			3												Present
31															

Signature of the incumbent

Signature of the IQAC

Signature of the Principal

with designation

Coordinator

Name of Teacher:

Department

Month..... Academic Year.....

Date (Dec.)	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															Day-off
2															AB
3			3												Present
4															Sunday
5			3												Present
6															Day-off
7			3												Present
8			2												Present
9			3												Present
10															Day-off
11															Sunday
12															Internal Assessment
13															Day-off
14			1												Present
15															IA
16															IA
17			2												Present
18															Sunday
19															AB
20															Day-off
21			3												Present
22															Sports
23															Sports
24			2												Present
25															Sunday
26															Winter Recess
27															"
28															"
29															"
30															"
31															"

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month..... Academic Year.....

Date (2023 Jan)	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Rema rks (if any)
	The ory	Prac tical	The ory	Pract ical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															Sunday
2			3												present
3															Day off
4			4												present
5															Day off
6															ab
7			3												present
8															Sunday
9			4												present
10															Day off
11															ab
12															Day off
13															ab
14															ab
15															Sunday
16			4												present
17															Day off
18			4												present
19															Day off
20			4												present
21			4												present
22															Sunday
23															holiday
24															Day off
25			4												present
26															Holiday , day off
27			4												Present
28			4												present
29															Sunday
30			3												present
31															Day off

Signature of the incumbent
with designationSignature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month..... Academic Year.....

Date (Feb)	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Rema rks (if any)	
	The ory	Prac tical	The ory	Pract ical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D					
1																
2																
3																
4			2												present	
5															Sunday	
6			2												present	
7															Day off	
8															present	
9														EXAM DUTY	Exam duty [day off]	
10														EXAM DUTY	Exam duty	
11														EXAM DUTY	Exam duty	
12															Sunday	
13														EXAM DUTY	Exam duty	
14															Day off	
15														EXAM DUTY	Exam duty	
16															Day off	
17														EXAM DUTY	Exam duty	
18															sivratri	
19															Sunday	
20															present	
21															present	
22															present	
23															Day off	
24															present	
25															present	
26															Sunday	
27															Present	
28															Present	
29															AB	
30			Signature of the incumbent				Signature of the IQAC									Day-off
31													Signature of the Principal		Present	

with designation

Coordinator

Name of Teacher:

Department

Month..... Academic Year.....

Date (May)	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															holiday
2	3		4												Present
3	3		2												Present
4															holiday
5	3		2												Present
6															sunday
7								1							Present
8															holiday
9	3		1												rabindra
10										1					Ab
11	3		4												Present
12	3		2												Present
13															sunday
14										1					Ab
15			2												Day off
16										1					Day off
17			2												Present
18										1					ab
19															sunday
20			4												Present
21			4												Exam duty
22															Day off
23															Day off
24			4												Present
25										1					ab
26															sunday
27			2												Present
28			3												Present
29															Day off
30															Day off
31															Ab

Signature of the incumbent
with designationSignature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month..... Academic Year.....

June Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															
2															
3															
4															sunday
5	Sem 4		CC 10											class	present
6															
7															
8															present
9															
10															
11															sunday
12															
13															
14															
15															
16	SEM 4		2											CLASS	present
17															
18															sunday
19														SEM 4 IA /TU	present
20															Rath Yatra
21															DAY OFF
22															DAY OFF
23														EXAM	present
24														EXAM	present
25															sunday
26														SEMINER	present
27														ART WORKSHOP	present
28															
29															Eid
30															

Signature of the incumbent
with designationSignature of the IQAC
Coordinator

Signature of the Principal



KNOWLEDGE IS POWER

MAHESHTALA COLLEGE

BUDGE BUDGE TRUNK ROAD

KOLKATA-700139

Mobile No.: 6289482452

Website: <https://www.maheshtalacollege.ac.in>

Email: maheshtalacollege@yahoo.com

**ANNUAL SELF-ASSESSMENT
FOR THE PERFORMANCE
BASED APPRAISAL SYSTEM
(PBAS)**

Annual Self-Assessment for the performance Based Appraisal System (PBAS)

Session/Year:

To be completed and submitted at the end of each academic year

PART A: GENERAL INFORMATION

1. Name(Block letters) : MANAS MITRA
Father's/Mother's name/Husband's name : MANICK LAL MITRA
2. Department : ECONOMICS
3. Current Designation & Grade Pay : State aided College Teacher - II
4. Date of last Promotion : N.A.
5. Address for correspondence : NANGI CHATTERJEE PARA, BATANAGAR
KOLKATA 700140
6. Permanent Address (with PIN code) : DO
7. Telephone No: 9830632620
E-mail : manasmitra2005@gmail.com
8. Whether acquired any degrees or fresh academic qualifications during the year: N.A.
9. Academic Staff College Orientation/Refresher Course/STC attended during the year: N.A.

Name of the Course	Place	Duration	Sponsoring Agency

10. Date of Appointment : 10/09/2004
11. Date of eligibility for next Promotion : N.A.
12. Educational Qualification (Graduation onwards):

Examination	Name of the University	Year of passing
B.Sc.	Calcutta University	1995
M.Sc.	Calcutta University	1997

13. ResearchDegree(s):

Degree	Nameofthe University	Dateof award	Title
M.Phil	N.A		
Ph.D/D.Phil	N.A		
D.Sc./D.Lit	N.A		
Other	N.A		

9. DetailsofTeaching/Research/AcademicExperience: N.A.

Designation	Employer	Periodofservice From To	Scaleofpay

10. Detail of publication(if any): NO

I declare that the particulars given above are correct to the best of my knowledge and belief.

Signature of the Candidate

All entries made above are checked and verified and found to be correct.

Signature of the Co-Ordinator, IQAC

Date:

Seal:

Signature of the Principal/TIC

Date:

Seal:

Department - History

Month : July, Academic Year: 2022-23

Date July	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken / OD				NCC/ NSS workinHrs	Different Committee workinHrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting / Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	InHrs	C L	E L	M L	O D				
1	Holiday											N.A			
2	4	4										N.A			
3	Sunday											N.A			
4	Offday											N.A			
5	offday											N.A			
6	3	0										N.A		Exam Invigilation	
7	3	2										N.A			
8	4	4										N.A			
9	4	4										N.A			
10	Sunday											N.A			
11	Offday											N.A			
12	Offday											N.A			
13	3	0										N.A		Exam Invigilation	
14	3	0							1			N.A			
15	4	0							2			N.A			
16	4	0							3			N.A			
17	Sunday											N.A			
18	Offday											N.A			
19	Offday											N.A			
20	3	2										N.A			
21	3	2										N.A			
22	4	3										N.A			
23	4	4										N.A			
24	Sunday											N.A			
25	Offday											N.A			
26	Offday											N.A			
27	3	3										N.A			
28	3	3										N.A			
29	4	4										N.A			
30	4	3										N.A			
31	Sunday											N.A			

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month : August Academic Year : 2022-23

Date Aug	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Papers setting / Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1	Offday														
2	Offday														
3	3		3												
4	3		3												
5	4		4												
6	4		3												
7	Sunday														
8	Offday														
9	Offday														
10	3		3												
11	3		3												
12	4		4												
13	4		4												
14	Sunday														
15	Offday														
16	Offday														
17	3		3												
18	3		2												
19	Holiday														
20	4		2												
21	Sunday														
22	Offday														
23	Offday														
24	3		2												
25	3		3												
26	4		3												
27	4		4												
28	Sunday														
29	Offday														
30	Offday														

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month : August Academic Year : 2022-23

Date Sept	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Papers setting / Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1	3		3												
2	4		4												
3	4		4												
4	Sunday														
5	Offday														
6	Offday														
7	3		3												
8	3		3												
9	4		4												
10	4		4												
11	Sunday														
12	Offday														
13	Offday														
14	3		3												
15	3		2												
16	4		3												
17	4		4												
18	Sunday														
19	Offday														
20	Offday														
21	3		3												
22	3		3												
23	4		4												
24	4		4												
25	Sunday														
26	Offday														
27	Offday														
28	3								4						
29	3								5						
30	Holiday														

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month.....Academic Year.....

Date Oct	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention on Committee)	Exam related Duties (Invigilation, Papers setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1	Holiday														
2	Sunday	N.A													
3	Offday	N.A													
4	Offday	N.A													
5	Holiday	N.A													
6	Puja	N.A													
7	Holiday	N.A													
8	Holiday	N.A													
9	Sunday	N.A													
10	Holiday	N.A													
11	Holiday	N.A													
12	Holiday	N.A													
13	Holiday	N.A													
14	Holiday	N.A													
15	Holiday	N.A													
16	Sunday	N.A													
17	Holiday	N.A													
18	Holiday	N.A													
19	Holiday	N.A													
20	Holiday	N.A													
21	Holiday	N.A													
22	Holiday	N.A													
23	Sunday	N.A													
24	Holiday	N.A													
25	Holiday	N.A													
26	Holiday	N.A													
27	Holiday	N.A													
28	Holiday	N.A													
29	Holiday	N.A													
30	Sunday	N.A													
31	Holiday	N.A													

Signature of the incumbent

Signature of the

Signature of the Principal

IQAC with designation

Coordinator

Name of Teacher:

Department

Month.....Academic Year.....

Date Nov	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Papers setting / Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1	Offday	N.A													
2	3	N.A	1												
3	3	N.A	3												
4	4	N.A	4												
5	4	N.A	4												
6	Sunday	N.A													
7	Offday	N.A													
8	Offday	N.A													
9	3	N.A	3												
10	3	N.A	3												
11	4	N.A	4												
12	4	N.A	4												
13	Sunday	N.A													
14	Offday	N.A													
15	Offday	N.A													
16	3	N.A	3												
17	3	N.A	3												
18	4	N.A	1												
19	4	N.A	2												
20	Sunday	N.A													
21	Offday	N.A													
22	Offday	N.A													
23	3	N.A	3												
24	3	N.A	3												
25	4	N.A	4												
26	4	N.A	4												
27	Sunday	N.A													
28	Offday	N.A													
29	Offday	N.A													
30	3	N.A	2												

Signature of the incumbent
with designationSignature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month.....Academic Year.....

Date Dec	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Papers setting / Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1	3	N.A	2												
2	4	N.A	4												
3	4	N.A	4												
4	Sunday	N.A													
5	Offday	N.A													
6	Offday	N.A													
7	3	N.A	3												
8	3	N.A	3												
9	4	N.A	4												
10	4	N.A	4												
11	Sunday	N.A													
12	Offday	N.A													
13	Offday	N.A													
14	3	N.A	3												
15	3	N.A	3												
16	4	N.A	4												
17	4	N.A	4												
18	Sunday	N.A													
19	Offday	N.A													
20	Offday	N.A													
21	3	N.A	3												
22	3	N.A	3												
23	4	N.A	2												
24	Holiday	N.A													
25	Sunday	N.A													
26	Holiday	N.A													
27	Holiday	N.A													
28	Holiday	N.A													
29	Holiday	N.A													
30	Holiday	N.A													

Holiday

Signature of the incumbent
with designationSignature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month.....Academic Year.....

Date Jan	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Papers setting / Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1	Holiday														
2	Offday														
3	2		2												
4	2		2												
5	4		3												
6	3		2												
7	Offday														
8	Sunday														
9	offday														
10	2		2												
11	3		3												
12	Holiday														
13	3													Exam Invigilation	
14	Offday														
15	Sunday														
16	Offday														
17	2													Exam Invigilation	
18	2														
19	4														
20	3													Exam Invigilation	
21	Offday														
22	Sunday														
23	Offday														
24	Holiday														
25	Holiday														
26	Holiday														
27	3		0						1						
28	Offday														
29	Sunday														
30	Offday														
31	2													Exam Invigilation	

Signature of the incumbent
with designationSignature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month.....Academic Year.....

Date Feb	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Papers setting / Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1	2		2												
2	4		2												
3	3		1												
4	Offday														
5	Sunday														
6	Offday		0											Exam Invigilator	
7	2		2												
8	2		2												
9	4		0											Exam Invigilator	
10	3		0												
11	Offday														
12	Sunday														
13	Offday														
14	Holiday														
15	2		2												
16	4		3												
17	3		3												
18	Offday														
19	Sunday														
20	Offday														
21	2		2												
22	2		2												
23	4		2												
24	3		2												
25	Offday														
26	Sunday														
27	Offday														
28	2		2												

Signature of the incumbent
with designationSignature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month.....Academic Year.....

Date Mar	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Papers setting / Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1	2		2												
2	4		4												
3	3		3												
4	Offday														
5	Sunday														
6	Offday														
7	Holiday														
8	Holiday														
9	4		0											Exam Invigilation	
10	3		0											Exam Invigilation	
11	Offday														
12	Sunday														
13	Offday		0											Exam Invigilation	
14	2		1												
15	2		1												
16	4		2												
17	3		2												
18	Offday														
19	Sunday														
20	Offday														
21	2		2												
22	2		2												
23	4		3												
24	3		3												
25	Offday														
26	Sunday														
27	Offday														
28	2		2												
29	2		2												
30	4		4												
31	3		3												

Signature of the incumbent
with designationSignature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month.....Academic Year.....

Date April	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Papers setting / Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1	Offday														
2	Sunday														
3	Offday														
4	Holiday														
5	2		0					2							
6	4		0					3							
7	Holiday														
8	Offday														
9	Sunday														
10	Offday														
11	2		2												
12	2		2												
13	4		4												
14	Holiday														
15	Offday														
16	Sunday														
17	Offday														
18	2		2												
19	2		2												
20	4		4												
21	Holiday														
22	Offday														
23	Sunday														
24	Offday														
25	2		2												
26	2		2												
27	4		3												
28	3		3												
29	Offday														
30	Sunday														

Signature of the incumbent
with designationSignature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month.....Academic Year.....

Date May	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Papers setting / Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off day Line	Only On Line	In Hrs	C L	E L	M L	O D				
1	Offday														
2	2		2												
3	2		2												
4	4		4												
5	Holiday														
6	Offday														
7	Sunday														
8	Offday														
9	Holiday														
10	2		2												
11	4		4												
12	3		3												
13	Offday														
14	Sunday														
15	Offday														
16	2		2												
17	2		2												
18	4		3												
19	3		3												
20	Offday														
21	Sunday														
22	Offday														
23	2		2												
24	2		2												
25	4		4												
26	3		3												
27	Offday														
28	Sunday														
29	Offday														
30	2		2												
31	2		2												

Signature of the incumbent
with designationSignature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month.....Academic Year.....

Date June	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken/OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Papers setting / Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1	4		4												
2	3		3												
3	Offday														
4	Sunday														
5	Offday														
6	2		2												
7	2		2												
8	4		4												
9	3		3												
10	Offday														
11	Sunday														
12	Offday														
13	2		2												
14	2		2												
15	4		4												
16	3		3												
17	Offday														
18	Sunday														
19	Offday														
20	Holiday														
21	2		2												
22	4		3												
23	3		1											Exam Invigilation Internal	
24	Offday														
25	Sunday														
26	Offday														
27	2		1												
28	2		1												
29	Holiday														
30	3		1												

Signature of the incumbent
with designationSignature of the IQAC
Coordinator

Signature of the Principal



KNOWLEDGE IS POWER

MAHESHTALA COLLEGE

BUDGE BUDGE TRUNK ROAD

KOLKATA-700139

Mobile No.: 6289482452

Website: <https://www.maheshtalacollege.ac.in>

Email: maheshtalacollege@yahoo.com

**ANNUAL SELF-ASSESSMENT
FOR THE PERFORMANCE
BASED APPRAISAL SYSTEM
(PBAS)**

Annual Self-Assessment for the performance Based Appraisal System (PBAS)

Session/Year: 2022-2023

(To be completed and submitted at the end of each academic year)

PART A: GENERAL INFORMATION

1. Name (Block letters) : RAJ DAS
2. Father's /Mother's name/Husband's name : Babli Das
3. Department : English
4. Current Designation & Grade Pay : State Aided College Teacher - I & Rs. 34,741
5. Date of last Promotion :
6. Address for correspondence : 18/1, Sodepur 1st Lane, Kolkata 70082
7. Permanent Address (with PIN code) : 18/1, Sodepur 1st Lane, Kolkata 70082

Telephone No: 7003992511

E-mail : rajdasenglish@gmail.com

8. Whether acquired any degrees or fresh academic qualifications during the year:
9. Academic Staff College Orientation/ Refresher Course/ STC attended during the year:

Name of the Course	Place	Duration	Sponsoring Agency

10. Date of Appointment : 06-07-2019
11. Date of eligibility for next Promotion :
12. Educational Qualification (Graduation onwards):

Examination	Name of the University	Year of passing
BA/B.Sc./ B.Com.	University of Calcutta	2016
MA/M.Sc./ M.Com.	University of Calcutta	2018
Other examination, if any	SET	2019

13. Research Degree(s):

Degree	Name of the University	Date of award	Title
M.Phil			
Ph.D/ D.Phil			
D.Sc./ D.Lit			
Other			

9. Details of Teaching/ Research/Academic Experience:

Designation	Employer	Period of service		Scale of pay
		From	To	

10. Detail of publication (if any):

I declare that the particulars given above are correct to the best of my knowledge and belief.

Signature of the Candidate

All entries made above are checked and verified and found to be correct.

Signature of the Co-ordinator, IQAC

Date:

Seal:

Signature of the Principal/TIC

Date:

Seal:

Name of Teacher:

Department

Month..... Academic Year.....

Date	No. of Classes Allotted		No. of Classes Taken(in cl. CC & ZHC)		CC		ZHC	Researc hwork	Leave Taken /OD				NCC /NSS work in Hrs	Different Committee work in Hrs(Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	The ory	Pra c tical	The ory	Prac tical	Onl y Off Line	Onl y On Line	In Hrs	C L	E L	M L	O D					
1																
2																
3																
4																
5																
6																
7																
8																
9																
10																
11																
12																
13																
14																
15																
16																
17																
18																
19																
20																
21																
22																
23																
24																
25																
26																
27																
28																
29																
30																
31																

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month..... Academic Year.....

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															
2															
3															
4															
5															
6															
7															
8															
9															
10															
11															
12															
13															
14															
15															
16															
17															
18															
19															
20															
21															
22															
23															
24															
25															
26															
27															
28															
29															
30															
31															

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month..... Academic Year.....

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															
2															
3															
4															
5															
6															
7															
8															
9															
10															
11															
12															
13															
14															
15															
16															
17															
18															
19															
20															
21															
22															
23															
24															
25															
26															
27															
28															
29															
30															
31															

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month..... Academic Year.....

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															
2															
3															
4															
5															
6															
7															
8															
9															
10															
11															
12															
13															
14															
15															
16															
17															
18															
19															
20															
21															
22															
23															
24															
25															
26															
27															
28															
29															
30															
31															

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month..... Academic Year.....

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC		ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D					
1																
2																
3																
4																
5																
6																
7																
8																
9																
10																
11																
12																
13																
14																
15																
16																
17																
18																
19																
20																
21																
22																
23																
24																
25																
26																
27																
28																
29																
30																
31																

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month..... Academic Year.....

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC		ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D					
1																
2																
3																
4																
5																
6																
7																
8																
9																
10																
11																
12																
13																
14																
15																
16																
17																
18																
19																
20																
21																
22																
23																
24																
25																
26																
27																
28																
29																
30																
31																

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month..... Academic Year.....

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC		ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D					
1																
2																
3																
4																
5																
6																
7																
8																
9																
10																
11																
12																
13																
14																
15																
16																
17																
18																
19																
20																
21																
22																
23																
24																
25																
26																
27																
28																
29																
30																
31																

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month..... Academic Year.....

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC		ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D					
1																
2																
3																
4																
5																
6																
7																
8																
9																
10																
11																
12																
13																
14																
15																
16																
17																
18																
19																
20																
21																
22																
23																
24																
25																
26																
27																
28																
29																
30																
31																

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month..... Academic Year.....

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC		ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D					
1																
2																
3																
4																
5																
6																
7																
8																
9																
10																
11																
12																
13																
14																
15																
16																
17																
18																
19																
20																
21																
22																
23																
24																
25																
26																
27																
28																
29																
30																
31																

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month..... Academic Year.....

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC		ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D					
1																
2																
3																
4																
5																
6																
7																
8																
9																
10																
11																
12																
13																
14																
15																
16																
17																
18																
19																
20																
21																
22																
23																
24																
25																
26																
27																
28																
29																
30																
31																

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month..... Academic Year.....

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC		ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D					
1																
2																
3																
4																
5																
6																
7																
8																
9																
10																
11																
12																
13																
14																
15																
16																
17																
18																
19																
20																
21																
22																
23																
24																
25																
26																
27																
28																
29																
30																
31																

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month..... Academic Year.....

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC		ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D					
1																
2																
3																
4																
5																
6																
7																
8																
9																
10																
11																
12																
13																
14																
15																
16																
17																
18																
19																
20																
21																
22																
23																
24																
25																
26																
27																
28																
29																
30																
31																

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal



KNOWLEDGE IS POWER

MAHESHTALA COLLEGE

BUDGE BUDGE TRUNK ROAD

KOLKATA-700139

Mobile No.: 6289482452

Website: <https://www.maheshtalacollege.ac.in>

Email: maheshtalacollege@yahoo.com

**ANNUAL SELF-ASSESSMENT
FOR THE PERFORMANCE
BASED APPRAISAL SYSTEM
(PBAS)**

Annual Self-Assessment for the performance Based Appraisal System (PBAS)

Session/Year: -----

(To be completed and submitted at the end of each academic year)

PART A: GENERAL INFORMATION

- | | |
|---|---|
| 1. Name (Block letters) | :SANJIBITA MONDAL |
| 2. Father's /Mother's name/Husband's name | :SURESH CH MONDAL |
| 3. Department | :POLITICAL SCIENCE |
| 4. Current Designation & Grade Pay | :ASST. PROFESSOR STAGE III/ AGP 8000 |
| 5. Date of last Promotion | :01/01/2016 |
| 6. Address for correspondence | :MAHESHTALA COLLEGE, BBT ROAD, KOL 139 |
| 7. Permanent Address (with PIN code) | :D 203 MANGALAM PARK, 14 HO CHI MINH SARANI, KOL 34 |

Telephone No :9830472198

E-mail :mondalsanjibita@gmail.com

8. Whether acquired any degrees or fresh academic qualifications during the year: NO
9. Academic Staff College Orientation/ Refresher Course/ STC attended during the year: NO

Name of the Course	Place	Duration	Sponsoring Agency

10. Date of Appointment :22/04/2002
11. Date of eligibility for next Promotion :01/01/2019
12. Educational Qualification (Graduation onwards):

Examination	Name of the University	Year of passing
BA/B.Sc./ B.Com.	CALCUTTA UNIVERSITY	1992
MA/M.Sc./ M.Com.	JADAVPUR UNIVERSITY	1994
Other examination, if any B.Ed	CALCUTTA UNIVERSITY	1995

13. Research Degree(s):

Degree	Name of the University	Date of award	Title
M.Phil	JADAVPUR UNIVERSITY	1996	REFUGEE CRISIS AND ASPECTS OF REFUGEE PROTECTION
Ph.D/ D.Phil			
D.Sc./ D.Lit			
Other			

9. Details of Teaching/ Research/Academic Experience:

Designation	Employer	Period of service From To	Scale of pay
ASST. PROFESSOR IN POLITICAL SCIENCE	PRINCIPAL, MAHESHTALA COLLEGE	22/04/2002 TILL DATE	15600-39100 AGP 8000

10. Detail of publication (if any) :

I declare that the particulars given above are correct to the best of my knowledge and belief.

Signature of the Candidate

All entries made above are checked and verified and found to be correct.

Signature of the Co-ordinator, IQAC

Date:

Seal:

Signature of the Principal/TIC

Date:

Seal:

Name of Teacher:

Department

Month..... Academic Year.....

Date	No. of Classes Allotted		No. of Classes Taken(in cl. CC & ZHC)		CC		ZHC	Research work	Leave Taken /OD				NCC /NSS work in Hrs	Different Committee work in Hrs(Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D					
1																
2																
3																
4																
5																
6																
7																
8																
9																
10																
11																
12																
13																
14																
15																
16																
17																
18																
19																
20																
21																
22																
23																
24																
25																
26																
27																
28																
29																
30																
31																

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month..... Academic Year.....

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															
2															
3															
4															
5															
6															
7															
8															
9															
10															
11															
12															
13															
14															
15															
16															
17															
18															
19															
20															
21															
22															
23															
24															
25															
26															
27															
28															
29															
30															
31															

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month..... Academic Year.....

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															
2															
3															
4															
5															
6															
7															
8															
9															
10															
11															
12															
13															
14															
15															
16															
17															
18															
19															
20															
21															
22															
23															
24															
25															
26															
27															
28															
29															
30															
31															

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month..... Academic Year.....

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															
2															
3															
4															
5															
6															
7															
8															
9															
10															
11															
12															
13															
14															
15															
16															
17															
18															
19															
20															
21															
22															
23															
24															
25															
26															
27															
28															
29															
30															
31															

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month..... Academic Year.....

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC		ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D					
1																
2																
3																
4																
5																
6																
7																
8																
9																
10																
11																
12																
13																
14																
15																
16																
17																
18																
19																
20																
21																
22																
23																
24																
25																
26																
27																
28																
29																
30																
31																

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month..... Academic Year.....

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC		ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D					
1																
2																
3																
4																
5																
6																
7																
8																
9																
10																
11																
12																
13																
14																
15																
16																
17																
18																
19																
20																
21																
22																
23																
24																
25																
26																
27																
28																
29																
30																
31																

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month..... Academic Year.....

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC		ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D					
1																
2																
3																
4																
5																
6																
7																
8																
9																
10																
11																
12																
13																
14																
15																
16																
17																
18																
19																
20																
21																
22																
23																
24																
25																
26																
27																
28																
29																
30																
31																

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month..... Academic Year.....

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC		ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D					
1																
2																
3																
4																
5																
6																
7																
8																
9																
10																
11																
12																
13																
14																
15																
16																
17																
18																
19																
20																
21																
22																
23																
24																
25																
26																
27																
28																
29																
30																
31																

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month..... Academic Year.....

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC		ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D					
1																
2																
3																
4																
5																
6																
7																
8																
9																
10																
11																
12																
13																
14																
15																
16																
17																
18																
19																
20																
21																
22																
23																
24																
25																
26																
27																
28																
29																
30																
31																

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month..... Academic Year.....

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC		ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D					
1																
2																
3																
4																
5																
6																
7																
8																
9																
10																
11																
12																
13																
14																
15																
16																
17																
18																
19																
20																
21																
22																
23																
24																
25																
26																
27																
28																
29																
30																
31																

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month..... Academic Year.....

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC		ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D					
1																
2																
3																
4																
5																
6																
7																
8																
9																
10																
11																
12																
13																
14																
15																
16																
17																
18																
19																
20																
21																
22																
23																
24																
25																
26																
27																
28																
29																
30																
31																

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month..... Academic Year.....

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC		ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D					
1																
2																
3																
4																
5																
6																
7																
8																
9																
10																
11																
12																
13																
14																
15																
16																
17																
18																
19																
20																
21																
22																
23																
24																
25																
26																
27																
28																
29																
30																
31																

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal



KNOWLEDGE IS POWER

MAHESHTALA COLLEGE

BUDGE BUDGE TRUNK ROAD

KOLKATA-700139

Mobile No.: 6289482452

Website: <https://www.maheshtalacollege.ac.in>

Email: maheshtalacollege@yahoo.com

**ANNUAL SELF-ASSESSMENT
FOR THE PERFORMANCE
BASED APPRAISAL SYSTEM
(PBAS)**

Annual Self-Assessment for the performance Based Appraisal System (PBAS)

Session/Year: 2022-2023

(To be completed and submitted at the end of each academic year)

PART A: GENERAL INFORMATION

1. Name (Block letters) : CHUMKI SARKAR
2. Father's /Mother's name/Husband's name : SAIKAT SARKAR
3. Department : COMMERCE
4. Current Designation & Grade Pay : SACT II
5. Date of last Promotion : NA
6. Address for correspondence : 56, GREENLAND, MUKUNDAPUR, KOLKATA
700 099
7. Permanent Address (with PIN code) : 56, GREENLAND, MUKUNDAPUR, KOLKATA
700 099

Telephone No: 9874554357

E-mail : chumki.sarkar@maheshtalacollege.ac.in

8. Whether acquired any degrees or fresh academic qualifications during the year: N.A
9. Academic Staff College Orientation/ Refresher Course/ STC attended during the year:

Name of the Course	Place	Duration	Sponsoring Agency
NA	NA	NA	NA

10. Date of Appointment : 04.08.2000
11. Date of eligibility for next Promotion : NA
12. Educational Qualification (Graduation onwards):

Examination	Name of the University	Year of passing
BA/B.Sc./ B.Com.	UNIVERSITY OF CALCUTTA	1994
MA/M.Sc./ M.Com.	UNIVERSITY OF CALCUTTA	1996
Other examination, if any B.Ed B.L.I.Sc.	UNIVERSITY OF CALCUTTA UNIVERSITY OF CALCUTTA	1998 2000

13. Research Degree(s):

Degree	Name of the University	Date of award	Title
M.Phil	NA	NA	NA
Ph.D/ D.Phil	NA	NA	NA
D.Sc./ D.Lit	NA	NA	NA
Other	NA	NA	NA

9. Details of Teaching/ Research/Academic Experience:

Designation	Employer	Period of service	Scale of pay
		From To	
SACT II			

10. Detail of publication (if any) : NA

I declare that the particulars given above are correct to the best of my knowledge and belief.



Signature of the Candidate

All entries made above are checked and verified and found to be correct.

Signature of the Co-ordinator, IQAC

Date:

Seal:

Signature of the Principal/TIC

Date:

Seal:

Name of Teacher: CHUMKI SARKAR Department Commerce Month: July Academic Year. 2022-2023

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															
2															
3															
4															
5															
6															
7															
8														Exam Invigilation	
9															
10															
11															
12															
13															
14															
15														Exam Invigilation	
16															
17															
18														Exam Invigilation	
19															
20															
21															
22														Exam Invigilation	
23															
24															
25														Exam Invigilation	
26														Exam Invigilation	
27														Exam Invigilation	
28															
29														Exam Invigilation	
30															
31															

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher: Chumki Sarkar Department Commerce Month August Academic Year 2022-2023

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															
2															
3															
4															
5															
6															
7															
8													Routine Preparation		
9															
10															
11															
12															
13															
14															
15															
16															
17															
18															
19															
20															
21															
22	4		4												
23	3		3												
24	5		5												
25															
26															
27															
28															
29	4		2												
30	3		1												
31	5		5												

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher: Chumki Sarkar Department Commerce Month: ^{September}..... Academic Year 2022-2023

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															
2	3		3												
3															
4															
5	4		2												
6	3		2												
7	5		5												
8															
9	3		3												
10															
11															
12	4		4												
13	3		2												
14	5		5												
15															
16	3		2												
17															
18															
19															
20	3		3												
21	5		5												
22															
23	3		3												
24													5 Hrs. (Library Work)		
25															
26	4		2												
27															
28	5		5												
29															
30															
31															

Signature of the incumbent Signature of the IQAC
with designation Coordinator

Name of Teacher: Chumki Sarkar

Department Commerce Month: October Academic Year: 2022-2023

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															
2															
3															
4															
5															
6															
7															
8															
9															
10															
11															
12															
13															
14															
15															
16															
17															
18															
19															
20															
21															
22															
23															
24															
25															
26															
27															
28	3		2												
29															
30															
31															

Signature of the Principal

Name of Teacher: Chumki Sarkar Department Commerce Month: ^{November}..... Academic Year..2022-2023

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															
2															
3															
4															
5															
6															
7	4		4												
8															
9	5		4												
10															
11															
12															
13															
14	4		4												
15															
16	5		4												
17															
18	3		3												
19															
20															
21	4		4												
22	3		1												
23	5		4												
24															
25	3		1												
26															
27															
28	4		4												
29	3		3												
30	5		5												
31															

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher: Chumki Sarkar Department Commerce Month.....^{December} Academic Year..... 2022-2023

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															
2	3		3												
3															
4															
5	4		4												
6	3		2												
7	5		5												
8															
9	3		3												
10															
11															
12														Exam Invigilation	
13														Exam Invigilation	
14														Exam Invigilation	
15															
16	3		1												
17															
18															
19	4		4												
20	3		2												
21	5		5												
22															
23															
24															
25															
26															
27															
28															
29															
30															
31															

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher: Chumki Sarkar Department Commerce Month January Academic Year 2022-2023

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															
2	4		4												
3	3		2												
4	5		4												
5													Workshop		
6															
7															
8															
9															
10	3		1												
11	5		1												
12															
13															
14															
15															
16															
17														Exam Invigilation	
18														Exam Invigilation	
19															
20														Exam Invigilation	
21															
22															
23															
24															
25															
26															
27															
28															
29															
30															
31															

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher: Chumki Sarkar

Department Commerce Month..... Academic Year.....

February

2022-2023

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															
2															
3															
4															
5															
6															
7														Exam Invigilation	
8														Exam Invigilation	
9															
10													Sports Duty		
11													Sports Duty		
12															
13														Exam Invigilation	
14															
15															
16														Exam Invigilation	
17															
18															
19															
20															
21															
22															
23															
24	3		3												
25															
26															
27	5		4												
28															
29															
30															
31															

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:Chumki Sarkar

Department Commerce Month:March Academic Year:2022-2023

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1														Exam Invigilation	
2															
3															
4															
5															
6															
7															
8															
9															
10														Exam Invigilation	
11														Exam Invigilation	
12															
13													Routine Preparation		
14															
15	4		4												
16															
17	3		3												
18															
19															
20	5		5												
21	2		2												
22															
23															
24	3		3												
25													5 Hrs. Library Work		
26															
27	5		4												
28	2		2												
29	4		4												
30															
31	3		3												

Signature of the incumbent
with designationSignature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher: Chumki Sarkar

Department Commerce Month April Academic Year 2022-2023

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC		ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D					
1																
2																
3																
4	2		2													
5	4		4													
6																
7																
8																
9																
10														Workshop		
11																
12	4		3													
13																
14																
15																
16																
17																
18																
19																
20																
21																
22																
23																
24	5		4													
25	2		2													
26	4		2													
27																
28	3		3													
29																
30																
31																

Signature of the incumbent
with designationSignature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher: Chumki Sarkar Department Commerce Month ^{May}..... Academic Year 2022-2023

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															
2	2		2												
3	4		3												
4															
5															
6															
7															
8	5		5												
9															
10															
11															
12	3		3												
13															
14															
15	5		4												
16															
17															
18															
19															
20															
21															
22														Exam Invigilation	
23	2		2												
24															
25															
26															
27															
28															
29	5		2												
30	2		1												
31	4		2												

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher: Chumki Sarkar Department Commerce Month: June Academic Year: 2022-23

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1															
2															
3															
4															
5	5		2												
6															
7															
8															
9															
10															
11															
12															
13															
14															
15															
16															
17													NEP Workshop		
18															
19															
20															
21														Exam Invigilation	
22															
23															
24															
25															
26															
27															
28															
29															
30															
31															

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal



KNOWLEDGE IS POWER

MAHESHTALA COLLEGE

BUDGE BUDGE TRUNK ROAD

KOLKATA-700139

Mobile No.: 6289482452

Website: <https://www.maheshtalacollege.ac.in>

Email: maheshtalacollege@yahoo.com

**ANNUAL SELF-ASSESSMENT
FOR THE PERFORMANCE
BASED APPRAISAL SYSTEM
(PBAS)**

Annual Self-Assessment for the performance Based Appraisal System (PBAS)

Session/Year: -----2022-23

(To be completed and submitted at the end of each academic year)

PART A: GENERAL INFORMATION

- Name (Block letters) : DIBYENDU CHOWDHURY
- Father's /Mother's name/Husband's name : GANESH CHOWDHURY
- Department : Sanskrit
- Current Designation & Grade Pay : SACT
- Date of last Promotion : N. A.
- Address for correspondence : Vill. + P. O. _ BAIRAKURCHI,
UDAYNARAYANPUR , HOWRAH, 711226
- Permanent Address (with PIN code) : Vill. + P. O. _ BAIRA KURCHI, P. S.
UDAYNARAYANPUR, DIST. HOWRAH, PIN 711226

Telephone No : 9775269987

E-mail : dibyendu0605@gmail.com

- Whether acquired any degrees or fresh academic qualifications during the year:
- Academic Staff College Orientation/ Refresher Course/ STC attended during the year:

Name of the Course	Place	Duration	Sponsoring Agency

- Date of Appointment : 07.09.2011
- Date of eligibility for next Promotion :
- Educational Qualification (Graduation onwards):

Examination	Name of the University	Year of passing
BA/B.Sc./ B.Com.	Calcutta University	2008
MA/M.Sc./ M.Com.	Sampurnananda Sanskrit Vishwavidhalay	2010
Other examination, if any	N. A.	N. A.

13. Research Degree(s):

Degree	Name of the University	Date of award	Title
M.Phil	NA	NA	NA
Ph.D/ D.Phil	NA	NA	NA
D.Sc./ D.Lit	NA	NA	NA
Other	NA	NA	NA

9. Details of Teaching/ Research/Academic Experience:

Designation	Employer	Period of service	Scale of pay
		From To	
SACT-II			

10. Detail of publication (if any) : NA

I declare that the particulars given above are correct to the best of my knowledge and belief.

Signature of the Candidate

All entries made above are checked and verified and found to be correct.

Signature of the Co-ordinator, IQAC

Date:

Seal:

Signature of the Principal/TIC

Date:

Seal:

SANSKRIT, JULY 2022

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC /NSS work in Hrs	Different Committee work in Hrs (Mention Committee) Academic Year..	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs
	Theory	Practical	Theory	Practical	Only Off Line	Only Department Line	In Hrs	C L	E L	M O L D	Month.....			
1														
2	3		3											
3														
4								CL						
5														
6	4		4											
7														
8	3		3											
9	3		3											
10														
11														
12														
13	4		4											
14														
15	3		3											
16	3		3											
17														
18	2		2											
19														
20	4		4											
21														
22	3		3											
23	3		3											
24														
25	2		2											
26														
27	4		4											
28														
29	3		3											
30	3		3											
31														

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month..... Academic Year.....

SANSKRIT, NOVEMBER-2022

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC		ZHC	R e s e a r c h w o r k	Leave Taken /OD		NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs		CL	EL	ML			
1	2		2											
2									CL					
3														
4	3		3											
5	3		3											
6														
7														
8														
9	4		4											
10														
11	3		3											
12	3		3											
13														
14														
15														
16	4		4											
17														
18	3		3											
19									CL					
20														
21														
22	3		3											
23	4		4											
24														
25	3		3											
26	3													
27														
28														
29	2		2											
30									CL					
31														

Signature of the incumbent
with designationSignature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:
SANSKRIT, DECEMBER-2022

Department

Month..... Academic Year.....

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC		ZHC	Research work	Leave Taken /OD				NCC NSS work in Hr
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D		
1													
2	3		3										
3	3		3										
4													
5													
6	2		2										
7									CL				
8													
9	3		3										
10	3		3										
11													
12													
13	2		2										
14	4		4										
15													
16	3		3										
17									CL				
18													
19													
20	2		2										
21									CL				
22													
23	3		3										
24													
25													
26													
27													
28													
29													
30													
31													

Signature of the incumbent
with designation

Signature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month..... Academic Year.....

SANSKRIT, FEBRUARY - 2023

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam Duties Paper /Mode /Evaluation/Asses.
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D			
1								CL						
2														
3	3		3											
4	3		0											CU Inv
5														
6														
7	3		0											CU Inv
8	3		3											
9	3		0											CU Inv
10	3		0											CU Inv
11	3		0											CU Inv
12														
13														
14														
15	3		0											CU Inv
16	3		0											CU Inv
17														
18														
19														
20	3		0											
21	2		2											
22								CL						
23														
24	3		3											
25	3		3											
26														
27														
28	3		3											
29														
30														
31														

Signature of the incumbent
with designationSignature of the IQAC
Coordinator

Signature of the Principal

Name of Teacher:

Department

Month..... Academic Year.....

SANSKRIT, MARCH-2023

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, In Assessment) in
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D			
1	4		4											
2														
3	4		4											
4	3		3											
5														
6														
7														
8														
9														
10	3		2											CU Invigilation
11	3		3											
12														
13														
14	2		2											CU Invigilation
15	3		3											
16														
17	3		3											
18	3		3											
19														
20														
21	2		2											
22									CL					
23														
24	3		3											
25	3		3											
26														
27														
28	2		2											
29	3		3											
30														
31	3		3											

Signature of the incumbent

Signature of the IQAC

Signature of the Principal

with designation

Coordinator

Name of Teacher:

Department

Month..... Academic Year.....

SANSKRIT, APRIL-2023

Date	No. of Classes Allotted		No. of Classes Taken (incl. CC & ZHC)		CC	ZHC	Research work	Leave Taken /OD				NCC/ NSS work in Hrs	Different Committee work in Hrs (Mention Committee)	Exam related Duties (Invigilation, Paper setting /Moderation, Evaluation, Internal Assessment) in Hrs	Remarks (if any)
	Theory	Practical	Theory	Practical	Only Off Line	Only On Line	In Hrs	C L	E L	M L	O D				
1								CL							
2															
3															
4	2		2												
5	3		3												
6															
7															
8															
9															
10															
11	2		2												
12	3		3												
13															
14															
15															
16															
17															
18	2		2												
19	3		3												
20															
21															
22															
23															
24															
25	2		2												
26	3		3												
27															
28	3		3												
29															
30															
31															

Signature of the incumbent

Signature of the IQAC

Signature of the Principal

with designation

Coordinator

CL

