

क्राण्याग्रे कि व्याज्य

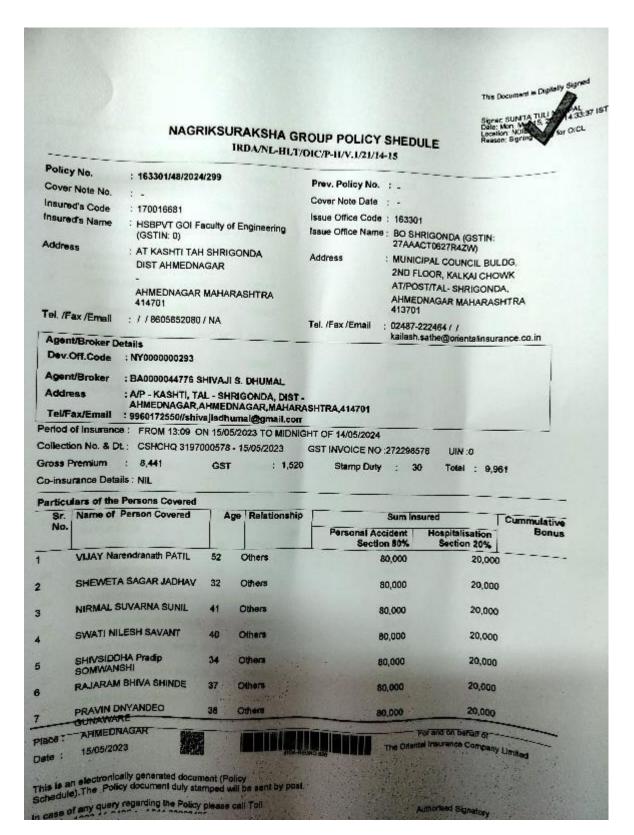
Kashti, Tal - Shrigonda, Dist-Ahmednagar, Maharashtra - 414 701

Faculty of Engineering

Approved by AICTE, MS (New-Int)-Engg./2009/09, Dt. 15/06/09, Affiliated to Savitribai Phule Pune University

6.3.1 The institution has effective welfare measures and Performance Appraisal System for teaching and non-teaching staff

Sr.No	Sr. No	Name of the Welfare Measure	Page No
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ACCIDENTAL POLICY



Principal
HSBPV Trust's GOL Faculty of Engineering
Kashs, Tal Strigonia, Diet Ahmadnagar

LEAVE POLICY

Casual Leave:

- The teacher shall be entitled to 8 days casual leave in an academic year.
- The application for casual leave shall ordinarily be sent before the date from which
 casual leave is required, an ex-post-facto sanction for the casual leave shall be
 ordinarily obtained by the teacher in exceptional circumstances where application of
 casual leave could not be sent before leave is enjoyed. Record of casual leave of the
 teacher shall be maintained.
- The teacher shall not be entitled for more than seven days casual leave at a time together with prefix and suffix Saturday, Sundays or holidays. It could be extended to 10 days at a time only in exceptional circumstances. Holidays or Saturday, Sundays falling between the period of casual leave shall not be counted as casual leave. The casual leave shall not be prefixed or suffixed to vacation or other type of leave except to special leave.

Special Leave:

- 1. The teacher attending the meeting/conference/seminar/any other non-remunerative official business of the University/College/Institution provided prior sanction is obtained thereof shall be treated on duty.
- 2. The teacher attending such business of other University/Central or State Government Bodies/Other Statutory Bodies in India/College/Institution shall be entitled to special leave not exceeding 15 days in a year.
- 3. The teacher attending the examination work of the University shall be treated to be on special leave.
- 4. The teacher who is deputed/sponsored by the University/College/Institution for any special training/teaching/academic visit to other places of country/countries, or is to be away from his place of duty for work on behalf of UNESCO or similar other organisation or under Colombo Plan or Cultural Exchange Scheme or Collaboration Schemes or under similar schemes of the University Grants Commission or of Government of India or of the State Government or of similar other bodies, or has to attend national or inter-national conference, symposium or seminar on invitations from organizers of conference etc. shall be treated on special leave for the period of his absence from duty.

Earned Leave:

• The teacher shall be entitled to earned leave at the rate of one third of the period spent on duty subject to his accumulating maximum of 180 days of leave.

Medical Leave:

All the employees are entitled for 9 Medical Leaves (ML) in an academic year (1st June to 31st May). 1. In case of Medical Leave, a medical certificate from Registered Medical Practitioner should be produced.

- 2. In case of emergency, a special leave may be granted subject to the approval from CEO.
- 3. In case of emergency / Medical Leave, the employee should inform to the Principal.





Study Leave:

- 1. The permanent whole-time teacher (other than Professor of the University) with more than five years continuous service may be granted study leave, together with leave due and admissible up to 24 months to pursue study in special line of research in India or outside directly related to his work in the University/College/Institution. If the teacher with the permission of the competent authority extends the study leave it shall be debited to his leave account or shall be treated as an extra-ordinary leave.
- 2. The teacher shall not be entitled for another study leave unless he has spent more than five years of duty since his return from study leave granted to him.
- 3. The teacher may alter substantively the course of study or the programme of research only with the prior permission of the Competent Authority.
- 4. In case the teacher completes his Study/Research Programmes prior to the expiry of the study leave sanctioned, he shall resume duty immediately unless he obtains prior approval of the Competent Authority. In case the teacher does not complete Study/Research Programme within the period of study leave sanctioned, the teacher shall with prior approval of the Competent Authority, avail of earned leave to his account to extra-ordinary leave.
- 5. The teacher who is granted study leave shall avail the same within six months of its sanction, otherwise it shall be deemed to have been cancelled, and the teacher shall have to apply for the same again.
- 6. The teacher availing the study leave shall undertake that he shall serve the University/College/Institution continuously for double the period of study leave subject to a minimum of three years from the date of his resuming duty after expiry of the study leave. After the leave has been sanctioned, the teacher shall, before availing the same, execute the bond in favour of the University/College/Institution in the prescribed form.
- 7. The teacher who has been sanctioned study leave for his Doctorate, shall submit to the Registrar/Principal/Head of the Institution, six monthly reports of his progress in his studies through his supervisor/Head of the Institution. In case of others, teacher shall send the report of the work done by him directly to the Registrar/Principal/Head of Institution. The report shall reach the Registrar/Principal/Head of the Institution within one month of expiry of every six months of the study leave. If the report does not reach the Registrar/ /Principal /Head of the Institution within the time specified, payment of study leave salary may be deferred till receipt of such report.

Vacation Leave:

Faculties who are in regular service are eligible for a vacation leave as per the norms of trust. Permission/Movements:

Depending on urgency of the mater Principal/faculty/staff may leave the campus for personal reasons for up to about one hour after obtaining permission from the competent authority.

Competent Authority:

•For Principal- Campus Director

• For all teaching faculty/Non-Teaching Staff Principal/ Senior Faculty (in absence of principal).

| Principal |

HON.SHRI.BABANRAO PACHPUTE VICHARDHARA TRUST GROUP OF INSTITUTION,KASHTI

Leave Application Form Faculty – Engineering

Date:-

Name :	. Designation	Department	Purpose
No.of DaysFrom	То.		Type of leave CL/EL/ML/OD
Alternate arrangement for Class	/ Lab		
Date Class	. Time Engaged l	by	Signature
			Signature of applicant
	OFFICE U	JSE	
No.of Leaves availed	No of Leaves	at Balance	
Leave recommended / not recor	nmended	L	eave sanctioned / not sanctioned
Signature of H.O.D			Signature of Principal / Director

LEAVE APPLICATION FORM





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2) For C.Off – Office of the of Third part	d attendance certificate at the time of Johning in
3) For OD - i) Appointment order before going to OD andii) Before going to OD for office work, sanct	tion on TADA form (II) is compulsory.
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LEAVE APPLICATION FORM



Principal
HSBPV Trust's GOL Faculty of Engineering
Kashb. Tal Strigonsa, Dist Ahmedragar

Hon.Shri. Babanrao Pachpute Vichardhara Trust A/P Kashti,Tal. Shrigonda Dist.Ahmednagar

Ref.No .:- HJBPVT/2015-20/006-B

Dt. 04/06/2013

NOTICE

All teaching and non-teaching staffs of the HSBPVT's Group of Institutions are hereby informed that it has been decided to give 50% fees concession in tuition fees of the ward of employee of the trust studying Parikrama Public School with effect from Academic Year 2019-20.

Chief Executive Officer (CEO)
HSBPVT Group of Institutions

Chief Executive Officer Hon.Shri.Babanrao Pachpute Vichardhara Trust Copy to:

- 1. All Principal, HSBPVT's Group of Institutions
- 2. Administrative office, Parikrama Public School
- 3. All staff of HSBPVT



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PF AND GRAUTITY EXPENCES



Principal
HSBPV Trust's GOL Faculty of Engineering
Kashs, Tal Shrigonea, Diet Ahmednagar



कर्मचारी भविष्य निधि संगठन Employees' Provident Fund Organization

भविष्य निधि भवन, १४, भीकाजी कान्स प्लेस, नई दिल्ली - ११००६६ Bhavishya Nidhi Bhawan, 14, Bhikaji Cama Place, New Delhi 110066

Generated On 13/08/2023 12:11:

Payment Confirmation Receipt

	r ayment Confirmation Receipt
TRRN No:	3142308007653
Challan Status :	Dispose Contract of the Contra
Challan Generated On:	Payment Confirmed
Establishment ID	11-AUG-2023 19:38:55
Establishment Name :	KDNSK1953343000
Challan Type	HSBPVT GOLCOLLEGE OF ENGINEERING
Total Members	Monthly Contribution Challan
Wage Month :	67
	JUL-2023
Total Amount (Rs) :	2,47,127
Account-1 Amount (Rs) :	1,54,867
Account-2 Amount (Rs) :	4,943
Account-10 Amount (Rs) :	82,373
Account-21 Amount (Rs) :	4.944
Account-22 Amount (Rs) :	0
Payment Confirmation Bank ;	Union Bank of India
CRN:	026130823391774
ayment Date :	13-AUG-2023
ayment Confirmation Date:	Not Available
otal PMRPY Benefit :	0





Principal
HSBPV Trust's, GOL, Faculty of Engineering
Kashb, Tal Shrigonica, Diet Ahmsdnagar



कर्मचारी भविष्य निधि संगठन Employees' Provident Fund Organization भविष्य निधि भवन, १४, श्रीकाजी कामा प्लेस, नई दिल्ली - ११००६६ Bhavishya Nidhi Bhawan, 14, Bhikaji Cama Place, New Delhi - 110066

Generated On 10/07/2023 16:09:

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Challan Status :	Payment Confirmed	
Challan Generated On :	10-JUL-2023 10:02:10	
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Account-2 Amount (Rs) :	4,960	
Account-10 Amount (Rs) :	82,665	
Account-21 Amount (Rs) :	4,961	
Account-22 Amount (Rs) :	0	
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CRN:	026100723354098	
Payment Date :	10-JUL-2023	
ayment Confirmation Date :	Not Available	
otal PMRPY Benefit :	0	



PF MONTHLY CONTRIBUTION CHALLAN



Principal
HSBPV Trust's GOL Faculty of Engineering
Kashb, Tal Shrigonda, Diet Ahmsdnagar



STAFF QUARTERS



Principal
HSBPV Trust's GOL Faculty of Engineering
Kashs, Tal Shrigonda, Diet Ahmsdnagar



STAFF QUARTERS



Principal
HSBPV Trusts, GOL Faculty of Engineering
Kashb, Tal Shrigonda, Diet Ahmsdnagar

List of staff leaving in Staff Quarters

Sr No	Name of Staff	Designations	Room No.
1	Dr. Patil V. N.	Principal	304
2	Prof Suryawanshi P M	Asst.Prof.	203
3	Prof.Shinde R B	Asst.Prof.	404
4	Prof.Udamale S.R.	Asst.Prof.	501



Principal
HSBPV Trust's, GOL Faculty of Engineering
Kashs, Tal Shrigonoa, Diet Ahmednagar

NOTICE Date: 21/06/2019

POLICY DOCUMENT FOR FINANCIAL SUPPORT TO TEACHERS

Our institute firmly believes in empowering the faculty by encouraging them to attend various seminars, conferences and workshops.

Scope of Financial Support

The teachers are provided with financial support for professional development activities like:

- Participating in the seminars, workshops and conferences.
- · Membership of professional bodies.

All the full-time and part-time teachers can avail the financial support

Forms of Financial Support

The financial support to the teachers can be provided for:

- Registration fees for seminars, workshops and conferences.
- Traveling and accommodation allowances in case of outstation seminars, workshops and conferences.
- Membership fee of professional bodies.

Procedure for Application and Approval

The teachers need to follow the following procedure for application and approval for availing the financial support:

- Teachers deputed for Seminars, Workshops and Conferences by the Head of the Department.
 Deputed teacher should submit an application to the Principal regarding the teacher participation, registration fees and any allowances, if applicable. After the approval by the Principal, the funds are released for the same by the account section.
- In case, the fee is paid by the teacher, the amount is reimbursed after following proper application and approval procedure.
- The teachers should submit the relevant receipts and a copy of the certificate to the accounts section for their record.
- 4. The College sanctions the membership fees of the teachers who intend to become members of professional bodies. Upon submission of the application by the concerned teacher for the same, the receipts and records are maintained by the accounts section.

Principal

HSBPV Tracts, 600, Faculty of Engineering

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Hon, Shri, Babanrao Pachpute Vichardhara Trust's	CASH	
College of Engineering	Voucher No. 4230	
Kashti, Tal. Shrigonda Dist. Ahmednagar	Date: 27-12-17	
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FINANCIAL SUPPORT TO TEACHERS



Principal
HSBPV Trust's GOL Faculty of Engineering
Kashs, Tal Shrigonoa, Diet Ahmednagar

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FINANCIAL SUPPORT TO TEACHERS



Principal
HSBPV Trust's GOL Faculty of Engineering
Kashis, Tal Shrigonea, Diet Ahmednagar

PARIKRAMA GROUP OF INSTITUTIONS, KASHTI

FORMAT FOR PERFORMANCE APPRAISAL - TEACHING STAFF

PART A- (TO BE FILLED IN BY THE TEACHING STAFF)

- 1. Full Name of the Stall Poof. Dudhande Varsharani 4.
- 2. Date of Birth 29/10/1932(DD/MM/YYYY)
- 3. Mobile No.s 9545877443
- 4. Email Id Varsha. dudhande@igmail.com
- 5. Educational Qualification Graduation BF COMP , Post-graduation ME COMP

 Doctoral , Others (Pls. Specify) --
- 6. Participation in Extension Activity (Explain Contribution in brief) -
- 7. Participation in Examination Process --

 - a) Internal Examination Yes
 - b) External Examination yes

 - d) Continuous Evaluation Activities 4es
- 8. Participation in College Inspection by University / Govt, Authorities etc.
- Academic Performance (to be supported by the subject files containing the following information):
 - a. Subjects Taught Yes CATTAChed
 - b. Syllabus Coverage % Yes Chatached
 - c. Attendance Average % Yes Carrached

PERFORMANCE APPRAISAL FORM



Principal
HSBPV Trest's GOL Faculty of Engineering
Kashb, Tal Stringonsa, Diet Ahmsdhagar

	ement %
e. Teaching Notes, PPTs etc	yes
f. Question Banks 443	BUNKA KATANTAN
g. Subject-wise Result % 46	
10. Research Papers Publication / Pr	esentation yes Cattached)
	ninar: Responsibility, As
Head 😛 . As Membe	r yes
12.Grants, Awards & Patents during	the Academic Year
1.3. Guest Lectures, Seminars deliver	red outside college during the Academic Year.
100 V	
14. Consultancy & Testing Assigna	nents during the Academic Year, for or through the inst
/ eoflege	
15. Omside College Assignments:	
a. University / MSBTE Examin	nation
 University / Govt. Authoritie 	s Inspections etc. —
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c. Arrangement of Industrial V	isirs -
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e. Arrangement of Industrial V 16. Within College Assignments: a. Extra Curricular Activities b. Co-curricular Activities	Paras, MP TEL. Innical Events Attended

PERFORMANCE APPRAISAL FORM



Principal
HSBPV Trust's, GOL, Faculty of Engineering
Kashb, Tal Shrigonia, Diet Ahmsdnagar

Dute 126 Dec 2016

र्णात सं ३३५ अहमदनाव दिनाक २/३/२००६

मा. ना. थ्री. बबनराव पाचपुते विचारधारा ट्रस्ट

काष्टी, ता. श्रीगोंदा, जि. अहमदनगर, फोन : (०२४८७) २२२३४६, २३२१२२, २३२१२१

П. A. 2018/2019 - 241

दिनांक : 02/06/1

परिपत्रक

मा श्री बबनराव पाचपुते विचारधारा ट्रस्टमधील सर्व शाखांना कळविण्यात येते की संस्थेच्या कामानिमीत्त बाहेर जाण्यासाठी टी ए प्रति कि मी २ ५ रूपये होता तो दि ०२ ०७ २०१८ पासून ३ रूपये प्रति कि मी करण्यात येत आहे .

<u>१४८१</u> अध्यक्षा

प्रत माहितीसाठी व योग्य त्या कार्यवाहीसाठी ः

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- कॉलेज ऑफ फार्मसी
- कॉलेज ऑफ इंजिनिअरींग
- परिकमा पॅलिटेक्नीक
- परिकमा डी फार्मसी
- परिकमा सायन्स ॲण्ड कॉमर्स कॉलेज
- परिकमा पव्लिक स्कूल

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TRAVELING ALLOWANCES VOUCHER



Principal
HSBPV Trust's, GOL Faculty of Engineering
Kashs, Tal Shrigonda, Diet Ahmednagar