

CERTIFICATE OF VERIFICATION BY THE EMPLOYER

Certified that Dr. / Shri. / Smt./ Kum.....is working as in this Department / Office/University/ Institute / Organization in the pay band Rs. _____ basic pay Rs. _____ with an Academic Grade Pay Rs. _____. This office has no objection to his / her application being considered for the post. He / she will be relieved as per rules, if he / she is selected for the said post.

1. The entries made in the application of Dr./Shri/Smt./Kum _____
_____ for the post of _____
_____ have been verified and are correct.
2. There is no vigilance/ disciplinary case against him / her.
3. Details of the Minor/ Major penalties imposed during the last ten years, if any.
4. Certified that the work and conduct of Dr./Shri/Smt./Kum. _____
_____ is above average for the last five years.

The gist of AAR/ACR grading/ ratings for the past five years is as follows.

Year					
Grading by Reporting Officer					
Grading by Reviewing Officer					

Out ward No.

Date:

Signature _____

Designation_____

Office Stamp_____

DECLARATION

FORM "A" (See Rule 4)

I, Shri/Smt/Kum. _____
Son/Daughter/ Husband /Wife of Shri _____
aged ____ years resident of _____
do hereby declare as follows :-

1. That I have filled my application for the post of _____
_____.
2. I have_____(Number) living children as on today. Out of which No.
of children born after _____ is _____ (mention
dates of birth, if any).
3. I am aware that if any total number of living children are more than two
due to the children born after _____, I am liable to
be disqualified for the same post.

Place :

Date :

Name and Signature of the candidate

DETAILS OF ENCLOSURES

Sr. No.	Particulars of Documents	Competent Authority	Date of issue by Competent Authority	Page No.
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Date :

Signature of candidate : _____

Name : _____

SUMMARY SHEET

(To be prepared and submitted **in 8 copies** in the format given below. No enclosures are to be attached to this sheet)

1. Name of the applicant :
2. Date of Birth :
3. Examination Passed :

Examination	Name of the Degree/ Diploma	Name of Univ. or other examining body	% of Marks /CGPA	Division	Year of Passing	Subject (Major)
Bachelor's Degree						
Master's Degree						
Doctorate Degree						
Any other examination						

4. Positions held, so far:

Name of the post	Name and address of employer	Duration of appointment with dates

5. Number of Publications:

Category of Publication	Published	Accepted
i. Scientific Papers (Full Research Papers/Review)		
ii. Extension Publications		
iii. Popular Articles		
iv. Abstracts		
v. Books/Manuals/Monographs		
vi. Others		

6. Awards
7. Externally funded projects with number and Total outlay.....
8. Resources / infrastructure generated.....

Date :

Signature of the Candidate

MAHARASHTRA ANIMAL AND FISHERY SCIENCES UNIVERSITY
Futala Lake Road, Nagpur-01 (M.S.).

**Statement showing the eligibility of Candidate for the posts of
Director of Research, Director of Extension Education,
Dean of the Faculty**

Post of _____

Name of the Applicant _____

SCORE CARD, MAFSU, NAGPUR

As per Statute 60. Evaluation : Each member of the Selection committee shall give marks individually to each candidate. The marks given by various members shall be added and arranged in descending order. Selection shall be on merit in the order of total marks scored by the candidates, giving 60% for the past performance and 40% for personal interview.

(A) Past Performance-,

1. Academic career.-

10 marks.

- i. First class or equivalent at Bachelor's and Master's level
- ii. Any one-second class or equivalent in any of the degrees (Bachelor's or Master's) shall cause deduction of 2 marks, per case.
- iii. One, third class or equivalent in Bachelor's or Master's degree shall cause deduction of 4 marks, in each case.
- iv. Any extra degree shall cause addition of 2 marks limited to the total maximum of 10 marks.

Criteria/ Particulars		Max. Marks	Score assessed by Applicant	Score assessed by Screening committee
Academic Career		10		
a.	Bachelor's Degree (B.V.Sc. & A.H. or B.V.Sc. or B.F.Sc. or B.Tech.(D.T.) or B.Sc., or Equivalent			
b.	Master's Degree (M.V.Sc. & A.H. or M.V.Sc. or M.F.Sc. or M.Tech. (Dairying) or M.Sc., or equivalent			
c.	Ph.D. / any other degree			

Criteria/ Particulars	Max. Marks	Score assessed by Applicant	Score assessed by Screening committee
2. Service Experience			
i. Satisfactory completion of service years without any withholding of probation or increment...	05		
03 years and less than 05 years service	02 marks		
05 years and less than 10 years service	03 marks		
10 years and less than 15 years service	04 marks		
15 years and above service	05 marks		
Working at remote places under University establishment (0.5 marks per year) of Udgir, Shirval, Borgaon (Manju) (Maximum upto 5 marks) (ENCL.) w.e.f. 21/05/2014	05 marks		
ii. Research and Extension publications Scientific publications in journals of repute, internationally abstracted will get 0.2 marks each. Extension publications will get 0.1 mark each.	10		
A. Scientific papers (Research papers / review articles (Published or accepted) In referred (Peer-reviewed) journal with IF / NAAS rating. NAAS rating above 7 will get one mark per paper, NAAS rating from 5 to 6.99, 0.5 marks; up to 4.99 NAAS rating 0.25 marks per paper (ENCL.)			
B. In other recognized and reputable Journals having ISSN / Conference proceedings / National publishers' books with ISBN / registered or vernacular and Indian language journals (0.01 mark per paper) (ENCL.)			
C. Scientific books/monographs/manuals (Published)-(1 mark per book as main author and for writing chapter in book 0.25 marks per chapter and for editing book as Editor 0.25 marks per book for monograph and manual 0.5 marks) (ENCL.) book should contain minimum 250 pages with publishers detail.			

D. Scientific publications in journals of repute, internationally abstracted will get 0.2 marks each. Extension publications/popular article will get 0.1 marks each. (ENCL.)			
iii. Proven track record of ability to initiate, innovative teaching, research, extension education activities.....	10		
i. Innovations in teaching, Innovation needs to be evidenced with duly certified letter of Head of Office or Institute quoting type of innovation (ENCL.)	01		
ii. No. of Ph.D. students guided as Major advisor 0.25 marks per students	01		
iii. No. of Masters students guided as Major advisor, 0.1 marks per students	01		
iv. Examiner/ Evaluator/ Paper Setter(0.1 mark per event)/ Member of Selection Committee in recognized Academic / Research /Training institute (0.5 mark per event) (ENCL.)	01		
v. Principle Investigator (PI)in Research Project (0.5 mark for each) and/or Co PI in Research Project (0.25 mark for each) (Research/Project more than Rs. 50,000/- will be considered)	01		
vi. New Ideas/ Innovations/ Technology development /Process/Product development /Laboratory material / Infrastructure / Documentation useful for teaching / research / extension (1 mark for each event) (ENCL.)	02		
vii. Organization of Refresher course / methodology/ training / teaching – learning-Evaluation Technology Programme / soft skills or Faculty Development programme in relevant subject / related field (01 marks per event at international level irrespective of duration, 0.5 marks per event up to 1 week duration and 1.0 marks per event up to 2 week duration for national event)	02		
viii. Subject Specialist / Expert in radio or television programmes (0.5 mark for each programme) (ENCL)	01		
iv. Proven track record of effective resource management and additional co-curricular activities.....	05		
a. Effective Resource Management as Associate Dean/Dean/Director for motivating subordinate staff to get extramural funding and as Professor motivating Associate & Assistant Professors to get Extramural Funding.	03		
b. Extra curricular Activities (Such as NSS, NCC, Sport, Literary, cultural, social, or other similar activities, apart from normal duties as In-Charge or co-ordinator) (1 mark per activity)	02		

v. Proven track record of novel administrative ability.....	05		
a. In-Charge Associate Dean / Dean of College / In-Charge Centre / Head of Department / Head of office /Principal Investigator, All India Network Project (0.25 mark up to 3 months, 0.5 marks up to 6 months, 1 mark for one year and 2 marks for more than 1 year) (ENCL.)	02		
b. Hostel warden / In-Charge or member of institutional committee(s)/ In-Charge of academic / examination cell, In-Charge Vehicles of the college/ Institute / University, library or store section / Editorial In-Charge or member of college or university magazines / In-Charge of lower education division of college, In-Charge of Student welfare activities in the capacity of Students welfare Officer (SWO) or Assistant Director of Students Welfare (ADSW), In-Charge Gymkhana of college, In-Charge Maintenance and repairs of college, In-Charge Guest house, In-Charge Estate of college, In-Charge games and Sports, In-Charge NSS or NCC, In-Charge Research / scientific matter as scientific officer, In-Charge common instrumentation cell (CIF), In-Charge Seminars of PG and Ph.D., In-Charge Garden of the College or university, In-Charge Entrepreneurship / study circles / tracking courses etc.; In-Charge auditorium and cultural programmes; In-Charge Internship programme, In-Charge Computer cell, In-Charge class rooms, In-Charge career guidance cell, In-Charge, Right to Information (RTI), In-Charge ladies welfare, In -Charge any other newly formed division created at college / university, In-Charge Staff Welfare, In-charge canteen / Mess, In-Charge or member of other similar activities (0.25 mark for each activities) (ENCL.)	02		
c. Convenor (Organiser) / Co-convenor (organiser) / Sectional Convenor (organiser)/Trainer / Expert / Judge / Recorder / Committee member in training programme or conferences, seminar, symposia, workshop etc. (0.5 mark for each event) (ENCL)	01		
vi. Proven record of research with industrial collaboration OR getting funds through research schemes, etc..... Externally funded research projects in the capacity of PI upto 9.99 Lakh 0.5 marks and 10 Lakh to 19.99 Lakh-1 mark and 1 mark each for additional 10 Lakh to the maximum of 5 marks and in the capacity of Co PI Half of the above marks.	05		
vii. Generation of funds, receipts through novel schemes, such as patent royalties, donations, innovative financial management etc..... Generation of funds by Scientist/Professor by way of receipts (1 mark per patent royalties, donations, innovative financial managements upto 5 lakh and 1 mark each for additional 5 lakh to the maximum of 5 marks)	05		

viii. Awards (Only National or International), development of new techniques, product, patent, etc..... Editorial Board Member/Referee/Reviewer in Scientific Journals /Peer reviewer for scientific material or document/Compilation of scientific or research documents (0.5 mark per event) Academic, Research or other Awards/Medals/Prizes/Honours/Special recognitions/ Felicitations /Rapporteur/Chairman/ Scholarships / Sponsorship, etc By Govt. Bodies/organizations (0.25 mark for each event) National/International award/Development of new technique/Product/Patent/Fellowship/Fellowship Title (1 mark for each event)	05		
TOTAL SCORE OF PAST PERFORMANCE	60		

Place :

Date :

(Name & Signature of the Candidate)