



Registrar

OFFICE OF THE REGISTRAR
RAJMATA VIJAYARAJE SCINDIA KRISHI VISHWA VIDYALAYA
GWALIOR - 474002 (M.P.)

Ph- : 0751-2970519 (O) 0751-2970522 (Fax)
E-mail- registrar.rvskvv09@gmail.com

No./Reg./Estt.2/2022/1246

Dated: 11/4/2022

//NOTIFICATION//

Application are invited in the prescribed form from Technical Assistant/Training Assistant/Programme Assistant, working in this Vishwa Vidyalaya for assessment of their promotions in T-6 series on ICAR pattern. Prescribed qualification for grant of T-6 series are detailed as unde:

Categories	Grades	Pay scale	Prescribed qualification
II	T-5	9300-34800+4600	Bachelor's degree in relevant field or equivalent qualification from a recognized University
III	T-6	15600-39100+5400	Master's degree in relevant field or equivalent qualification from a recognized University

The Technical Assistants/Training Assistants/ Programme Assistants who have completed five years of satisfactory services in T-4 Grade (9300-34800+4200/-) will be eligible for Grade T-5 (Category II). Those Technical Assistant/ Training Assistant/ Programme Assistant in T-5 Grade (Rs. 9300-34800+4600/-) possessing the essential qualifications prescribed for Category III shall be eligible for assessment promotion to T-6 Grade (Rs. 15600-39100+5400/-) after completing 5 years of service in T-5 Grade (Rs.9300-34800+4600/-). However, those Technical Assistant/Training Assistants/ Programme Assistants in T-5 Grade (Rs.9300-34800+4600/-) who do not pssess the essential qualification for Category III shall be eligible for assessment promotion to T-6 Grade (Rs. 15600-39100+5400/-) after completing 10 years of service in T-5 Grade (Rs.9300-34800+4600/-) The cutoff date for eligibility will be 31.03.2022.

Technical Assistants/ Training Assistants/ Programme Assistants of the Vishwa Vidyalaya may submit their applications in the enclosed proforma for considering their cases for the above categories and grades as per their eligibilities through proper channel in the O/o the Registrar, RVSKVV, Raja Pancham Singh Marg, Gwalior 474002 (M.P.) by dated 31.05.2022. Application received after the above mentioned date will not considered.

Encl: 1. Proforma of application form for T-4 to T-5
2. Proforma of application form for T-5 to T-6

By the order of Hon'ble Vice Chancellor

Registrar

Dated: 11/4/2022

Endt. No./Reg./Estt.2/2022/1247

Copy forwarded for information & necessary action to:-

1. Dean Faculty of Agriculture, RVSKVV, Gwalior
2. Director Instructions/ Research Services/ Extension Services/ Executive Engineer, RVSKVV, Gwalior
3. Associate Director Research (Director Farm), RVSKVV, Gwalior
4. Dean, College of Agriculture/Horticulture, Gwalior/Indore/Sehore/Khandwa/Mandsaur.
5. Head of Department (All)
6. Associate Director Research, Zonal Agriculture Research Station, Jhabua, Khargone and Morena.
7. In-charge Regional Agricultural Research Station (All)
8. Senior Scientist and head all KVKs.
9. In-charge portal, RVSKVV, website for uploading the above notification on V.V. website.
10. PS to Hon'ble Vice Chancellor, RVSKVV, Gwalior

For information and circulation amongst all concerned under their administrative control. The intending applicants should submit applications only in this proforma along with copies of Certificates and Degree through the Controlling Officer's by the date stipulated above

Registrar

**APPLICATION FORM FOR TECHNICAL ASSISTANT/ TRAINING
ASSISTANT/ PROGRAMME ASSISTANT FOR GRANT OF PAY SCALE
FROM T-4 TO T-5 GRADE (CATEGORY-II) OF RVSKVV**

1. Reported period :
2. Name :
3. Date of birth/age :
4. Field of specialization :
5. Basic degree/diploma and the institution (the degree was obtained from) :
6. Date of entry into the RVSKVV service :
7. Present grade and scale of pay :
8. Duties assigned to the post for which the person has been recruited :
9. Date of continuous appointment to the present grade :
10. Any other basic information :

(Besides the above information, the candidate may be required to furnish at the assessment all the information relevant to his/her career before and after entry into the service of RVSKVV).

eee

PART I

(To be filled in by the Reviewee/ Candidate)

Please furnish the following information:

1. Educational career

Degree/Diploma/Certificate	Class/Grade	University/Board/Institute	Year
Master's degree or equivalent or any higher degree			
Bachelor's degree/ Diploma			
Intermediate			
High School			

2. (a) Subjects of specialization at the highest degree/diploma :

(b) Subjects of specialization at the lower degree /diploma :

3. Additional qualifications/training acquired in India and/or abroad (list of all part-time or short-time trainings, not included in the educational career. Give dates, duties and duration of course).

4. Employment record of last five years ending on starting with your present post, list in reverse order every employment you have had.

Name of employing organization	Designation	Salary/ pay scale	Date of joining	Date of leaving	Nature of duties actually performed



5. (a) Honours/awards etc. :
- (b) (i) Membership of professional societies :
- (ii) Offices and committees assignments held in professional societies :
- (c) Special invitations (this would refer to specific invitations to an individual to present a paper before professionally oriented meeting or to participate/ conduct a seminar) :
- (d) Special assignments covered (list each one giving dates) and briefly describe the work done :
- (e) Duration of absence from the University service with reason during the 5 years period (the number of months may be specified) :
6. Is there any other type of work than your present job/assignment that you would rather do in the institute or outside? If yes, please indicate. :
7. Please give below the productivity statement in respect of the work done by you during the period under review :

(This is intended to reflect the actual performance by the reviewee during 5 years. Some of the items may not be applicable to the individuals based on the nature of the duties assigned. In such cases he/she may indicate against the items that it is not applicable. For items (a) to (e) please indicate the numbers only.)

(The items included in the statement are only illustrative and not exhaustive)

Productivity

Past 5 years

- (a) Technical support for scientific work, such as:
- number of animals managed :
 - area of land/fish ponds managed :
 - number of projects served :
 - others (please specify) :

- (b) Training work :
- (c) Extension education work such as:
 - radio/television talks :
 - field trips :
 - exhibitions :
 - farmers/cultivators :
 - contacted :
 - others (please specify) :
- (d) Team-work and co-operation mentioning specifically inter-disciplinary, inter-institutional and intra-institutional activities in which you were involved :
- (e) Institution /building activities :
- (f) Unpublished reports, papers, etc. :
- (g) Published work, if applicable, such as(Give Number)
 - books/monographs :
 - professional papers/articles :
 - popular articles :
 - book-reviews :
 - professional communication to journals/magazines:
 - professional abstracts :
 - technical reports :
- (h) Papers presented at professional meetings(Give Number):
- (i) Participation in professional meetings :
- (j) Relationship with his/her professional colleagues:
 - (i) Guidance received :
 - (ii) Guidance given :
 - (iii) Participation in co-operative research programmes:

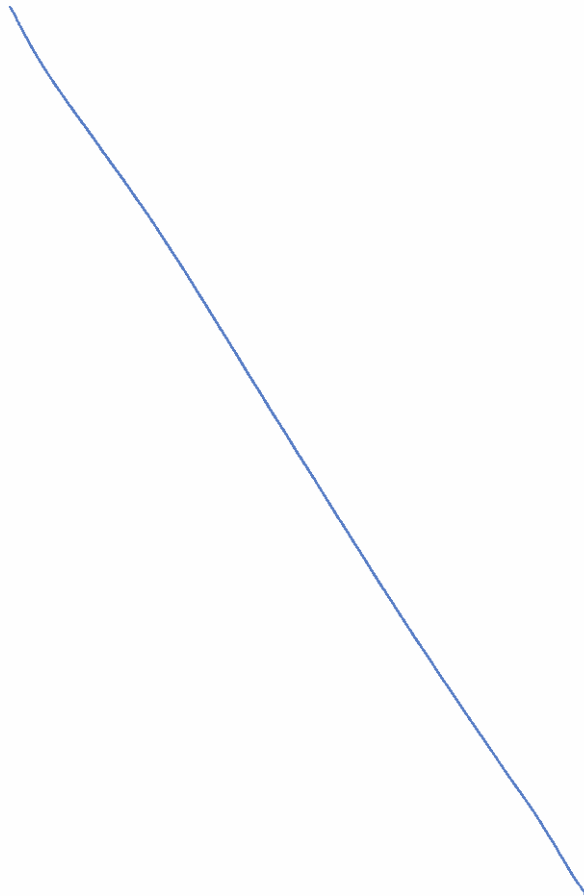
8. Please append a precise resume of the work done during the Assessment period ending on with full supporting evidence, if any.
9. If some or all your professional work remained incomplete or have fallen below your expectations, please furnish reasons for that, and suggest improvement, if any.

Signature.....

Name.....
(In Block letters)

Designation.....

Date.....



PART II

(To be filled in by the Reviewer / Controlling Authority)

1. Is the information provided by the reviewee correct to the best of your Knowledge ?

2. Do you generally agree, with the position indicated by the reviewee against items 7,8 and 9 of Part I of the proforma.

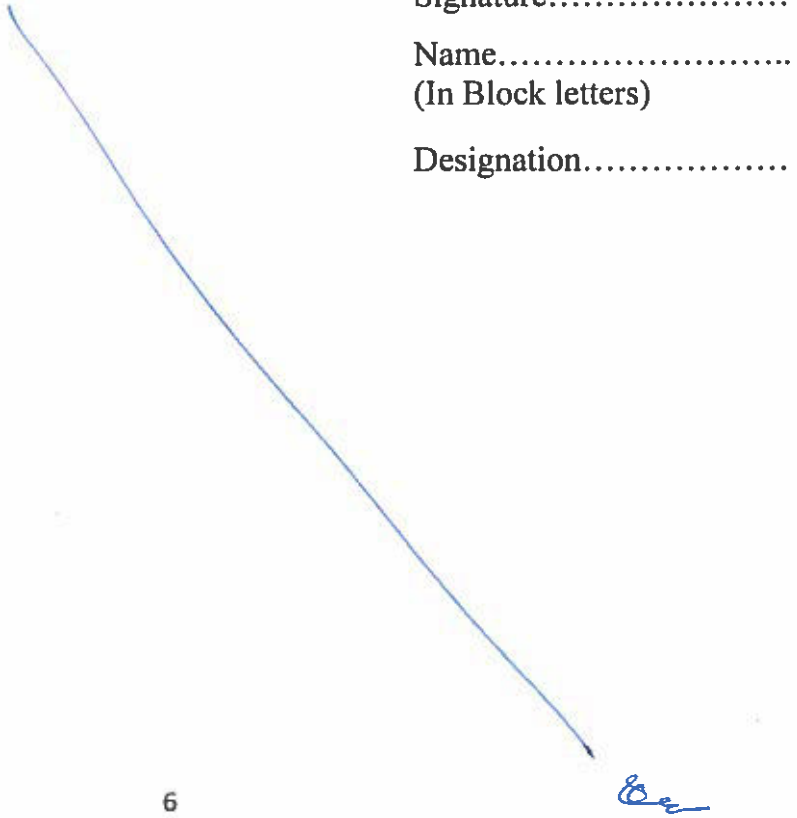
3. Please comment on reviewee's
 - (a) Amenability to discipline
 - (b) Punctuality
 - (c) Integrity


4. Please give your critical appraisal of the work done by the reviewee with you

5. Recommendations

Date.....

Signature.....
Name.....
(In Block letters)
Designation.....



6 

PART III

Remarks of the Associate Director Research / Dean of the College (if he/she is not the reviewer)

Signature of Reviewer

Name
(In Block letters)

Designation

Date.....

PART IV

Recommendations of the Concerned Director/Dean Faculty.

Signature of Reviewer.....

Name.....
(In Block letters)

Designation.....

Date.....

सर्तकता मंजूरी प्रमाण-पत्र
(आवेदक द्वारा प्रस्तुत और हस्ताक्षरित किया जाना है)

[i]* मैं घोषणा करता हूँ/करती हूँ कि मेरे विरुद्ध कोई भी न्यायालयीन प्रकरण लंबित नहीं है और ना ही मेरे द्वारा विश्वविद्यालय के विरुद्ध न्यायालय में कोई प्रकरण दायर किया गया है।

अथवा

मैं घोषणा करता हूँ/करती हूँ कि मेरे विरुद्ध न्यायालय में प्रकरण लंबित है या मेरे द्वारा विश्वविद्यालय के विरुद्ध न्यायालय में प्रकरण क्रमांक _____ दायर किया गया है जो लम्बित/प्रचलन में है। जिनकी सूची नीचे दी गई है।

[ii]* मैं घोषणा करता हूँ/करती हूँ कि आवेदन में उल्लेखित मूल्यांकन/आकलन अवधि में मेरे विरुद्ध कोई विभागीय जाँच प्रचलन में नहीं है और ना ही उक्त अवधि के दौरान बड़े/छोटे दण्ड लगाए गए हैं।

अथवा

मैं घोषणा करता हूँ/करती हूँ कि आवेदन में उल्लेखित मूल्यांकन/आकलन अवधि में मेरे विरुद्ध कोई विभागीय जाँच प्रचलन में है और मूल्यांकन अवधि के दौरान बड़े/छोटे दण्ड लगाए गए हैं जिनकी सूची नीचे दी गई है।

स्थान : _____

आवेदक के हस्ताक्षर _____

दिनांक : _____

आवेदक का नाम एवं पदनाम _____

कार्यालय का नाम _____

* Strike out which is not applicable

नियंत्रण/अग्रेषण अधिकारी का प्रमाण-पत्र

प्रमाणित किया जाता है कि डॉ./श्री/श्रीमती _____ पदनाम _____ द्वारा विभिन्न शीर्षों के अंतर्गत उपलब्धियों की जो जानकारी दी गई है वह केवल उसी आंकलन अवधि की है और इस प्रपत्र में की गई प्रविष्टियों की सत्यता एवं सही होने का सत्यापन कार्यालयीन अभिलेखों द्वारा किया गया है। यह भी प्रमाणित किया जाता है कि अभ्यर्थी द्वारा समस्त वांछनीय दस्तावेज संलग्न किये गये हैं।

Signature of the Dean of the College / ADR /
Incharge Research Station/Sr. Scientist & Head, K.V.K.

स्थान : _____

दिनांक : _____



**APPLICATION FORM FOR TECHNICAL ASSISTANT/ TRAINING ASSISTANT/
PROGRAMME ASSISTANT FOR GRANT OF PAY SCALE FROM T-5 GRADE
(CATEGORY-II) TO T-6 GRADE (CATEGORY-III) OF RVSKVV**

1. Reported period :
2. Name :
3. Date of birth/age :
4. Field of specialization :
5. Basic degree/diploma and the institution (the degree was obtained from) :
6. Date of entry into the RVSKVV service :
7. Present grade and scale of pay :
8. Duties assigned to the post for which the person has been recruited :
9. Date of continuous appointment to the present grade :
10. Any other basic information :

(Besides the above information, the candidate may be required to furnish at the assessment all the information relevant to his/her career before and after entry into the service of RVSKVV).

PART I

(To be filled in by the Reviewee/ Candidate)

Please furnish the following information:

1. Educational career

Degree/Diploma/Certificate	Class/Grade	University/Board/Institute	Year
Doctorate Degree			
Master's degree or equivalent or any higher degree			
Bachelor's degree/ Diploma			
Intermediate			
High School			

2. (a) Subjects of specialization at the highest degree/diploma :

(b) Subjects of specialization at the lower degree /diploma :

3. Additional qualifications/training acquired in India and/or abroad (list of all part-time or short-time trainings, not included in the educational career. Give dates, duties and duration of course).

4. Employment record of last five/ten years ending on starting with your present post, list in **reverse order** every employment you have had.

Name of employing organization	Designation	Salary/ pay scale	Date of joining	Date of leaving	Nature of duties actually performed

5. What were the priority areas of work during the past five/ ten years of your service ending on..... Please mark priorities against each area as 1,2,3, etc. one being the highest and so on; and indicate the percentage of time approximately allotted to each priority area (Normally, you should not assign more than three priorities. As area should be considered a priority area, only if it takes at least 25% of your working time).

Area	Priority	Time allocation
------	----------	-----------------

Technical support for

Research work

Teaching/guiding

Extension

Management/
Co-Ordination

Administration

Any other area (Please specify the area)

6. (a) Honours/awards etc. :

(b) (i) Membership of professional societies
(ii) Offices and committees assignments held in professional societies :

(c) Special invitations (this would refer to specific invitations to an individual to present a paper before professionally oriented meeting or to participate/ conduct a seminar) :

(d) Special assignments covered (list each one giving dates) and briefly describe the work done :

(e) Duration of absence from the University service with reason during the 5-10 years period (the number of months may be specified) :

	Priority area	Assigned score
7. How would you rate your overall performance in each of the priority areas as indicated in item 5 above on a 0-5 scale (1=poor; 2=below average; 3=average; 4=above average; and 5=outstanding). Please indicate appropriate score for each area.	1	
	2	
	3	
	4	
	5	

Total score

8. Is there any other type of work than your present job/assignment that you would rather do in the institute or outside? If yes, please indicate.

9. Please give below the productivity and projection table in respect of the work done by you during the period under review.

This part is intended to be an evaluation. It seeks information on the past performance and output of work. Inability to meet projected targets/expectations would not necessarily mean insufficient or poor performance. Due consideration will be given to the reasons for not completing certain projected targets. Please indicate numbers only. (The items included in the statement are only illustrative and not exhaustive).

	Past 5/10 years	Proposed to do next year
(a). Technical support for Scientific work such as:		
- number of animals managed		
- area of land/fish ponds managed		
- number of projects served		
- others (please specify)		
(b). Training and teaching work :		
(c). Extension education work, such as:		
- radio/television talks		
- field trips		
- exhibitions		
- farmers/cultivators contacted		
- others (please specify)		
(d). Team-work and co-operation mentioning specifically inter-disciplinary, inter-institutional and intra-institutional activities in which you were involved		
(e). Institution building activities		
(f). Unpublished reports, papers, etc.(Give Number)		
(g). Published work, if applicable .(Give Number)		
- books/monographs		
- professional papers/articles		
- popular articles		
- book reviews		
- professional communication to journals/magazines		
- professional abstracts		
- technical reports		

(h). Papers presented at professional meetings .(Give Number)

(i). Participation in professional meetings

10. Relationship with his professional colleagues:

(i) Guidance received

(ii) Guidance given

(iii) Participation in co-operative research programmes

11. Please furnish the most salient features of the work done in each of the top 3 priority areas as marked in Serial number (5) in Part I. This should include the points: (A) description Of project(s)/assignment(s); (B) objectives of the stated project(s) /assignment(s); (C) any major progress, accomplishments, utilization, etc. for the work done. (Be sure that this is not a detailed description of various projects/ activities you may have undertaken during the past assessment period, it should rather be a summary statement of the most significant aspects of your overall professional performance (with supporting evidence).

Priority Area 1:

Priority Area 2:

Priority Area 3:

12. Please append a precise resume of the work done during the Assessment period ending on with full supporting evidence, if any.

13. If some or all your professional work remained incomplete or have fallen below your expectations, please furnish reasons for that.

14. Do you wish to have an opportunity for presenting : before the Assessment committee personally the details of your work?

Signature.....

Name.....
(In Block letters)

Designation.....

Date.....



PART II

FOR THE USE OF REVIEWER / CONTROLLING AUTHORITY ONLY

1. Is the information provided by the reviewee correct to the best of your Knowledge ?
2. Do you generally agree, with the assessment provided by the reviewee ? Please give your critical appraisal.

Signature.....

Name.....
(In Block letters)

Designation.....

Date.....

PART III

Remarks of the Associate Director Research / Dean of the College (if he/she is not the reviewer)

Signature of Reviewer

Name
(In Block letters)

Designation

Date.....

PART IV

Recommendations of the Concerned Director/Dean Faculty.

Signature of Reviewer.....

Name.....
(In Block letters)

Designation.....

Date.....



सर्तकता मंजूरी प्रमाण-पत्र
(आवेदक द्वारा प्रस्तुत और हस्ताक्षरित किया जाना है)

[i]* मैं घोषणा करता हूँ/करती हूँ कि मेरे विरुद्ध कोई भी न्यायालयीन प्रकरण लंबित नहीं है और ना ही मेरे द्वारा विश्वविद्यालय के विरुद्ध न्यायालय में कोई प्रकरण दायर किया गया है।

अथवा

मैं घोषणा करता हूँ/करती हूँ कि मेरे विरुद्ध न्यायालय में प्रकरण लंबित है या मेरे द्वारा विश्वविद्यालय के विरुद्ध न्यायालय में प्रकरण क्रमांक _____ दायर किया गया है जो लम्बित/प्रचलन में है। जिनकी सूची नीचे दी गई है।

[ii]* मैं घोषणा करता हूँ/करती हूँ कि आवेदन में उल्लेखित मूल्यांकन/आकलन अवधि में मेरे विरुद्ध कोई विभागीय जाँच प्रचलन में नहीं है और ना ही उक्त अवधि के दौरान बड़े/छोटे दण्ड लगाए गए हैं।

अथवा

मैं घोषणा करता हूँ/करती हूँ कि आवेदन में उल्लेखित मूल्यांकन/आकलन अवधि में मेरे विरुद्ध कोई विभागीय जाँच प्रचलन में है और मूल्यांकन अवधि के दौरान बड़े/छोटे दण्ड लगाए गए हैं जिनकी सूची नीचे दी गई है।

स्थान : _____

आवेदक के हस्ताक्षर _____

दिनांक : _____

आवेदक का नाम एवं पदनाम _____

कार्यालय का नाम _____

* Strike out which is not applicable

नियंत्रण/अग्रेषण अधिकारी का प्रमाण-पत्र

प्रमाणित किया जाता है कि डॉ./श्री/श्रीमती _____ पदनाम _____ द्वारा विभिन्न शीर्षों के अंतर्गत उपलब्धियों की जो जानकारी दी गई है वह केवल उसी आंकलन अवधि की है और इस प्रपत्र में की गई प्रविष्टियों की सत्यता एवं सही होने का सत्यापन कार्यालयीन अभिलेखों द्वारा किया गया है। यह भी प्रमाणित किया जाता है कि अभ्यर्थी द्वारा समस्त वांछनीय दस्तावेज संलग्न किये गये हैं।

Signature of the Dean of the College / ADR /
Incharge Research Station/Sr. Scientist & Head, K.V.K.

स्थान : _____

दिनांक : _____

