

PROF.JAYASHANKAR TELANGANA STATE AGRICULTURAL UNIVERSITY
ADMN.OFFICE: RAJENDRANAGAR: HYDERABAD-500030

Cir.Memo.No.8167/Ser.T/A2/2019

Dated:04-01-2020

Sub: PJTSAU – Estt. – Submission of Self Assessment report of Teachers /
Scientists for the period from 1-1-2019 to 31-12-2019 – Regarding.

All the officers noted in the address entry are requested to submit the self Assessment report of the teachers/Scientists working under their control for the period from 01-01-2019 to 31-12-2019 on or before 31-01-2020, since in the revised UGC pay scales, 2016 under CAS, it is an essential to obtain the satisfactory or good grade in Annual Confidential Reports for placement/promotion under CAS for all Academic Levels.

The ADRs, ADs and the Heads of all stations should write the Annual Confidential Reports with regard to the Teachers/Scientists working under their control with specific recommendations clearly mentioning their strengths and weaknesses. One copy of the same should be handed over to the individual, one copy should be retained at their offices and one copy should be sent to the University.

The Teachers/Scientists should submit their Self Assessment report to their respective heads on or before 18-01-2020. The Reporting Officers should submit the report to the Reviewing Officer on or before 22-1-2020 and Reviewing Officer should submit the same to the University on or before 31-01-2020.

The Proforma of Self Assessment Report is enclosed herewith.

S.Sudheer Kumar
Registrar

To

All the University officers in Admn. Office

All the Associate Deans of PJTSAU

All the Associate Directors of Research of PJTSAU

All the Heads of Research Stations/Schemes of PJTSAU

All the Principals, Agril. Polytechnics of PJTSAU

All the Programme Coordinators of KVKs of PJTSAU

All the Coordinators of DAATTCs of PJTSAU

Copy to :

The PS to Vice-Chancellor, Admn. Office, R'Nagar

The PA to Registrar, Admn. Office, R'Nagar

Cc to : The Professor & Head, Univ.Computer Centre, R'Nagar

Cc to: the Director(P &M Cell), Admn. Office, R'Nagar

Cc to : SF/SC

// F.B.O.//

Superintendent