KARNATAKA VETERINARY, ANIMAL & FISHERIES SCIENCES UNIVERSITY*,*

Nandi Nagar, PB No.6, BIDAR-585401, (Karnataka

**Office of the Registrar**

**Phone :** 08482-245241/245360

www.kvafsu.edu.in

**PROFORMA TO APPLY FOR PROMOTION UNDER CAREER ADVANCEMENT SCHEME - 2016**

**ASSISTANT LIBRARIANIN (Academic Level 10) [From Pay Band ₹ 57,700 to 1,82,400]**

**TO ASSISTANT LIBRARIANIN (Sr. Scale) (Academic Level 11) [Pay Band ₹ 68,900 to 2,05,500]**

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| **1** | Name | | | | | | | | |  | | | | | **Affix recent**  **passport size photograph** | |
| **2** | Designation and full address | | | | | | | | |  | | | | |
| **3** | Name of the Department / Section / Unit / Scheme | | | | | | | | |  | | | | |
| **4** | Date of birth  **(SSLC Marks Card – Mandatory)** | | | | | | | | |  | | | | | | |
| **5** | Academic qualification | | | | | | | | |  | | | | | | |
| Examination / Degree | | | | | | | | | Year | | Subject | University | | Class / Division  / OGPA / CGPA | | |
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| **6** | Date on which Ph. D. / M. Phil degree was conferred. | | | | | | | | | | | |  | | | |
| **7** | Date of joining to duty at KVAFSU, Bidar as Assistant Librarian the Academic Level-10  **(Enclose copies of the appointment order& duty report)** | | | | | | | | | | | |  | | | |
| **8** | Date of joining to duty in the present post / grade  (Pay Band). | | | | | | | | | | | |  | | | |
| **9** | a) | | Date of completion of 6 years of service in the cadre of Assistant Librarian (Pay Band) (for those who do not possess M.Phil / Ph. D degree). | | | | | | | | | |  | | | |
| b) | | Date of completion of 5 years of service in the cadre of AssistantLibrarianof Physical Education  (Pay Band) in case of M. Phil degree holders. | | | | | | | | | |  | | | |
| c) | | Date of completion of 4 years of service in the cadre of Assistant Librarian (Pay Band) in case of Ph. D. degree holders. | | | | | | | | | |  | | | |
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| **10** | **Specific achievements in Library Services during the Assessment Period**  (all activities to be certifiedby the competent authority) | | | | | | | | | | | | | | | |
| 1) | | | **Library Services**:  Services rendered in different section of the Library like, Acquisition,Periodicals, Technical,Circulation, Documentation, Maintenance, Computer, Reference, Creation of Manual Databases, etc. | | | | | | | | | | | | |
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|  | 2) | | | **Specialized /Additional Services:**  Services rendered under the following sections: | | | | | | | | | | | | |
| a) | | | Binding section | | | | | | | | | |
| b) | | | General T.B.B. | | | | | | | | | |
| c) | | | SC/ST Book Bank | | | | | | | | | |
| d) | | | Photographic section | | | | | | | | | |
| e) | | | Institutional Repositories | | | | | | | | | |
| f) | | | Digital Library | | | | | | | | | |
|  |  | | | g) | | | Reprography Service | | | | | | | | | |
| h) | | | Online Services | | | | | | | | | |
| i) | | | Assisting Librarian in Administration | | | | | | | | | |
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|  | 3) | | | **Innovative Library Activities:** | | | | | | | | | | | | |
| a) | | | Conducting Library Usage survey | | | | | | | | | |
| b) | | | Conducting Book Exhibition | | | | | | | | | |
| c) | | | Preparation of reading list for students | | | | | | | | | |
| d) | | | Creation of database OPAC | | | | | | | | | |
| e) | | | Library extension service | | | | | | | | | |
| f) | | | Digitalization of documents | | | | | | | | | |
| g) | | | Creation of Virtual/Digital Library | | | | | | | | | |
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| **11** | **Projects during the assessment period**  [Adhoc Projects (externally funded): for each project budget outlay] | | | | | | | | | | | | | | | |
| a) | | | Project outlay of up to Rs.5.00 lakhs (As PI & Co-PI | | | | | | | | | | | | |
| i) | | | | Project outlay of up to Rs.5.00 lakhs (As PI & Co-PI) | | | | | | | | |
| ii) | | | | Project outlay of Rs.5.00 lakhs and above (As PI & Co-PI) | | | | | | | | |
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| **12** | **Published work during the assessment period** | | | | | | | | | | | | | | | |
| i) | | | For full length papers published in refereed journals with ISSN: | | | | | | | | | | | | |
| a) | | | For full length papers published in Naas rated Journals 7 and above | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
| ii) | | | | | Abstracts published in journal/Proceedings of Seminars/Symposia/Conferences | | | | | | | | | | |
| iii) | | | | | Books published/Chapters in Book published byUniversities/NationalInstitutes/ GovernmentDepartments/Standard Commercial Publishers byindividuals with ISBN | | | | | | | | | | |
| a) | Book Published | | | | | | | | | |
| b) | Chapters in standard books | | | | | | | | | |
| iv) | | | | | Research Bulletins/Extension Bulletins/ Popular articles / Radio talks/ TV Programmes / Phone-in programmes / Practical manuals/ Publishers/ Special Guest lecture | | | | | | | | | | |
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| **13** | | **Attainment in the professional field during the assessment period** | | | | | | | | | | | | | | |
| a) | | Offering orientation courses for UG/PG students | | | | | | | | | | | | |
| b) | | Creation /development of e-content for online courses like MOOC, Swayam, etc.  (As a Leader/ As Associate) | | | | | | | | | | | | |
| c) | | Major Advisor / Guide for M. Phil /Ph.D. | | | | | | | | | | | | |
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| **14** | **Exposure to Symposium / Seminars /Summer Institutes / Winter Institutes /Refresher Courses / Workshops / Conference/ Training Programmes including online programmes/ Webinar/ Online FDTP during the assessment period** | | | | | | | | | | | | | | | |
| 1) | | | For conducting/organizing Symposia / Seminars/ Summer Institute/Writer Institute/ Refresher course/ Workshop/ Training Programme at : | | | | | | | | | | | | |
| a) | | | International level **(As Leader/ Director/ Associate Leader/ Co-Director)** | | | | | | | | | |
| b) | | | National level**(As Leader/ Director/ Associate Leader/ Co-Director)** | | | | | | | | | |
| c) | | | University level**(As Leader/ Director/ Associate Leader/ Co-Director)** | | | | | | | | | |
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|  | | 2) | | For participating in Summer School/ Winter School/ Refresher Course/Orientation Course of more than 10 days duration/Faculty Development Programme of at least 5 days duration (Two courses), or taken MOOCs Course (with e-Certificate) or development of e-Contents in four quadrants/MOOCscourse. | | | | | | | | | | | |
| 3) | | For participation in Special Training/ Orientation Programmes/Symposia/ Seminars/Conferences/ Technology Programmes/Workshops (except annual workshop) etc. | | | | | | | | | | | |
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| **15** | | **International Exposure (during the Assessment Period)**  International Visits/ Training/ Courses | | | | | | | | | | | | | |
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| **16** | | **Awards/ Distinctions received (during the Assessment period)** | | | | | | | | | | | | | |
| a) | | | International award recognised by the Govt. Like FAO, IFLA | | | | | | | | | | |
| b) | | | National award recognised by the Govt. | | | | | | | | | | |
| c) | | | State award recognised by the Govt. | | | | | | | | | | |
| d) | | | University award | | | | | | | | | | |
| e) | | | Professional Society Award | | | | | | | | | | |
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| **17** | | **Corporate / other activities (during the assessment period)** | | | | | | | | | | | | | |
| a) | | Activities performed as External Examination Coordinator/ Associate Coordinator/ Sr. Warden/ Staff Advisor/ Tour leader and Co-Tour leader (State /all India)/ NSS Programme Officer - NSS/ Indian Red Cross Society Programme officer/ Coordinator/ NCC Officer/ Farm Management; Academic, General, Financial Management (as AO/AAO Scrutinizing UG/PG grades/ Internet/Wi-Fi Maintenance, Website Maintenance | | | | | | | | | | | |
| b) | | Activities performed as Member/pashu mela/ Krishi Mela/ Convocation/ Tournament Placement cell/Students Counsellor/ Leader for exposure visit of farmers/ Liaison Officer for BOM/ VIP’s tours assigned by the University/ Team manager and co-team manager to sports/ Cultural activities/ Stock verifying officer/ Anti-ragging squad member/ | | | | | | | | | | | |
| c) | | **Any other activities duly certified by the controlling officer)** | | | | | | | | | | | |
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| **18** | | **Outstation Service - During the assessment period** | | | | | | | | | | | | | |

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| **19** | **Any other significant achievement (with documentary proof)** |

## Signature of the Assistant Librarian

Verified that the information furnished by the Scientist /Teachers is correct.

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| **Signature of the**  **Head of the Department /** | **Signature of the**  **Controlling officer** |