KARNATAKA VETERINARY, ANIMAL & FISHERIES SCIENCES UNIVERSITY*,*

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

**Phone :** 08482-245241/245360

www.kvafsu.edu.in

**Office of the Registrar**

**PROFORMA TO APPLY FOR PROMOTION UNDER CAREERADVANCEMENT SCHEME- 2016**

**DEPUTY LIBRARIAN (Academic Level 13A)**

**[From Pay Band ₹ 1,31,400 to 2,17,100] To**

**DEPUTY LIBRARIAN**

**Academic Level 14 [Pay Band ₹ 1,44,200 to 2,18,200]**

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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. degree was conferred | | | | | | | | | |  | | |
| **7** | Date of joining to duty at KVAFSU, Bidar as Assistant Librarian in the Academic Level-10  **(Enclose copies of the appointment order& duty report)** | | | | | | | | | |  | | |
| **8** | a) | | Date on which the pay band of ₹68,900–2,05,500 (Academic Level -11) was attained  **(Enclose copies of the promotion order & duty report)** | | | | | | | |  | | |
| b) | | Date on which the pay band of ₹79,800–2,11,500 (Academic Level -12) was attained  **(Enclose copies of the promotion order & duty report)** | | | | | | | |  | | |
| c) | | Date on which the pay band of ₹1,31,400–2,17,100 (Academic Level -13A) was attained  **(Enclose copies of the promotion order & duty report)** | | | | | | | |  | | |
| **9** | Date of completion of 3 years of service in the cadre of Deputy Librarian in the pay band of ₹1,31,400–2,17,100 (Academic Level-13A) | | | | | | | | | |  | | |
| **10** | **Specific achievements in Library Services during the Assessment Period + Previous two years**  (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. | | | | | | | | | |
| 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) | | Assisting Librarian in Administration | | | | | | | |
| h) | | Reprography Service, | | | | | | | |
| i) | | Online service | | | | | | | |
|  | 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 | | | | | | | |
| h) | | Conducting online training / seminars | | | | | | | |
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| **11** | **Projects during the assessment period**  (Adhoc projects (externally funded) for each projectbudget outlay) | | | | | | | | | | | | |
| a) | | |  | | | | | | | | | |
| 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: | | | | | | | | |
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| ii) | | | | Abstracts published in journal/Proceedings of Seminars/ Symposia/Conferences | | | | | | | | |
|  | | | | | | | | |
| iii) | | | | Books published /Chapters in Book published by Universities/National Institutes/ Government Departments/ Standard Commercial Publishers by individuals with ISSN: | | | | | | | | |
| iv) | | | | Research Bulletins/Extension Bulletins/ Popular articles / Radio talks/TV programmes / Phone-in programmes / Practical manuals/ Special 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.  (i.) As a Leader/  (ii.) As Associate) | | | | | | | | | |
| c) | | Major Advisor / Guide for M. Phil /Ph.D. | | | | | | | | | |
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| All Certificates should be issued by the Competent Authority. | | | | | | | | | | | |

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| **14** | **Exposure to Symposium / Seminars /Summer Institutes / Winter Institutes /Refresher Courses / Workshops / Training Programmes including online programmes/ Webinar/ Online FDTP during the assessment period** | | | |
| 1) | For conducting/organizing Symposia Seminars/ Summer Institute/Writer Institute/ Refresher course/ / Conference/ Workshop/ Training Programme at : | | |
| a) | International level **(Activity as Leader/ Director / Associate Leader/ Co-Director)** | |
| b) | National level **(Activity as Leader/ Director / Associate Leader/ Co-Director)** | |
| c) | University level **(Activity 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/MOOCs course. | | |
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| **15** | **Awards/ Distinctions received (during the Assessment period)** | | | |
| a) | International award | |  |
| b) | National award | |  |
| c) | State award | |  |
| d) | University award | |  |
| e) | Professional Society Award | |  |
| **16** | **Corporate / other activities (during the assessment period)** | | | |
| a) | Activities performed as External Examination Coordinator/Associate Coordinator/Warden/ Staff Advisor/ Tour leader and Co-Tour leader (State /All India)/ NSS Programme Officer - NSS/ Indian Red cross Society Coordinator/ NCC Officer/Academic, General, Financial Management (as AO/AR/AC/Scrutinizing UG/PG grades/Internet/Wi-Fi Maintenance, Website Maintenance. | | |
| b) | Activities performed as Member/ pashu mela/Convocation/Placement cell/Students Counsellor/ Leader for exposure visit of farmers/ Team manager and co-team manager to sports/ Cultural activities/ Stock verifying officer Anti-ragging squad member/ Any other activities duly certified by the controlling officer | | |
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| **17** | **Outstation Service - During the assessment period** | | | |

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| **18** | **Any other significant achievement (with documentary proof)** |

## Signature of the Deputy 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** |