



SIR C.R.REDDY COLLEGE OF PHARMACEUTICAL SCIENCES

(An ISO 9001 : 2015 Certified Institution)

(Affiliated to Andhra University, Visakhapatnam; Recognized by Dept.of Technical Education, Govt.of A.P)

(Approved by AICTE & PCI, New Delhi)

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6.3.1: The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

Performance Appraisal system

Sir CRRCOPS has established a comprehensive performance appraisal system for both teaching and non-teaching staff members. This system ensures a fair and objective assessment of their job performance, contributions, and accomplishments. The Principal compiles and submits annual performance appraisal reports for staff to the management for evaluation and approval of increments and promotions.

The performance appraisal system for teaching staff:

It is determined based on the Annual Academic Performance, which encompasses several factors, including:

Phase 1: Students provide feedback about teachers, which is analyzed and evaluated by the Principal. The Principal also assesses the teacher's academic performance, teaching methodologies, university results, mentoring effectiveness, practical sessions, curriculum enhancement, and examination responsibilities.

Phase 2: Teachers must submit a self-appraisal form annually which includes data regarding research/review article publications, patents, projects guided, Books published, participation in seminars/conferences/FDP's/workshops.


The performance appraisal system for Non-Teaching staff:

Non-teaching staff appraisal considers multiple parameters, including job responsibilities, attendance and punctuality, teamwork and collaboration, professional development, adherence to policies and procedures and overall contribution to the college's mission and objectives. The appraisal reports are reviewed by the in-charge to determine increments, promotions, and recognition for their valuable contributions to the institution.

Effective welfare measures:

Sir CRRCOPS acknowledges the significance of employee welfare and is committed to implementing effective measures that prioritize the well-being, development, and contentment of both teaching and non-teaching staff members. These measures encompass a




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range of benefits and support systems that promote a beneficial work environment and a healthy work-life balance.


Professional development:

- Supports staff in enhancing their qualifications and pursuing doctoral degrees.
- Offers special increment after Ph.D completion.
- Offers necessary infrastructure, library facilities, equipment, and resources to support research endeavours.
- Financial support was provided towards professional bodies' membership.
- Organizes orientation programs for staff members to enhance their teaching methodologies.
- Provides funds to actively participate in seminars/conferences/workshops/FDP.
- Provides grants for research works and research publications.
- Facilitates training sessions for non-teaching staff on laboratory handling, fire safety, and first aid.
- The institution provides an efficient Wi-Fi facility throughout the campus.

Individual well-being:

- Various types of leaves, such as casual, medical, earned, professional, and maternity, are implemented in accordance with institution's leave rules.
- Female teaching staff members are provided with hostel facilities.
- Provides ESI benefits for all non-teaching and eligible teaching staff.
- Provides PF benefits for all faculty/staff.
- Children of staff members are accorded admission preference at Sir CRR Public School.
- Convenient in-campus banking facility available.
- Ensuring safety and security, the institution is equipped with fire safety equipment, CCTV cameras and RO water system.
- A comprehensive Gratuity Policy is applicable to all staff members.
- Provides a convenient lift facility.




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