**Army Institute of Technology**

 **Application for Best Non-Teaching Award (Admin)**

**Name of Staff** :

**Department** :

**Designation** :

**Employee Id** :

**Total Experience** : **Experience in AIT:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sr. No.** | **Parameters** | **Description** | **Weightage** | **Verified Assessment** |
| **1.** | **Departmental Feedback (Marks 40)** |  |
| (a) | CR Rating |  | 40 |  |
| **2. Additional responsibility at department (Please Mention) (15 Marks)** **3. Additional responsibility at college level (Please Mention) (15Marks)****4. Training Programs with Certificates (10 Marks)** |
| **5. Contribution to Society (Marks 10)** |

| **Ser No** | **Parameter** | **Weightage** | **Verified Assessment** |
| --- | --- | --- | --- |
| a. | Donation to people. Donation to Orphanage/Meals/ save the life/ Old age Home/ Charitable Trust which runs hospitals, schools, langarsetc for needy people | 2 |  |
| b. | Online or offline help in Nation building activities like Family Planning, Tree Plantation, Technical education Awareness among school students, Fuel saving approach | 2 |  |
| c. | Induction Program / Unnat Bharat Abhiyan / Yoga Classes/ Promoting Vocal for Local | 2 |  |
| d. | Blood Donation  | 2 |  |
| e. | Involvement in Swach Bharat Abhiyan at College level or at your living place | 1 |  |
| f. | Any other Important activities lead to contribution to society | 1 |  |
|  **Total (1+2+3+4+5)** | **90** |  |
|  **Final Total (1+2+3+4+5)** |  |

 **Note: Please attached your Brief Profile**

 **Signature of Candidate**

**Verified by HoD and forwarded to Committee**

**Name:**

**Signature:**

**For Outstanding Rating (10 Marks) by Committee.**

**Total Out of 100 Marks :**

**Remark by Committee:**

**Signature of Committee Members:**