



Bapuji Educational Association®
Bapuji Institute of Engineering and Technology

Post Box No.: 325, Davanagere – 577 004, Karnataka, India
(Affiliated to Visvesvaraya Technological University and Approved by AICTE, New Delhi)
Accredited by NAAC with 'A' grade and NBA
Recognized by UGC, New Delhi under 2(f) and 12(B)

ಬಾಪುಜಿ ಇಂಜಿನಿಯರಿಂಗ್ ಮತ್ತು ತಾಂತ್ರಿಕ ಮಹಾವಿದ್ಯಾಲಯ, ದಾವಣಗೆರೆ -577 004

Criterion	6	Governance, Leadership and Management
Metric No.	6.3.1	<i>The institution has effective welfare measures and Performance Appraisal System for teaching and non-teaching staff</i>

Effective welfare measures:

The institute motivates the faculty to enhance professional development by encouraging them to associate with state, national and international professional bodies, to interact with the outside world in the form of attending and organizing conferences, seminars, workshops, FDP, Project exhibition industrial training programs and visits.

Non-teaching staff are also motivated to attend skill development programs, training programs on office automation, safety measures and use of open-source softwares.

Welfare measures for faculty:

- Employee's Provident Fund
- Gratuity and group insurance
- Medical Facility
- Study leave to pursue higher education with financial assistance
- Sabbatical, Maternity, Commuted Vacation Leave
- Research Promotion and deputation for FDP/Seminars/conferences etc.
- Advance payments towards membership fee of professional bodies
- Loan facility from Association Cooperative bank

Welfare measures for Non-Teaching staff:

- Employee's Provident Fund
- Gratuity facilities
- Medical Facility & Employees State Insurance facilities
- Time bound increments

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Principal : 08192-220938
Director : 08192-222245
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- Earned Leave and encashment and Maternity leave
- Festival Advance and Loan facility from Association Cooperative bank
- Meritorious awards for employee's children studying professional course
- Uniform cloth

College provides No Objection Certificate, Salary Certificates, experience certificate and any other relevant documents to the employees as and when required. If the staff member visits the other City for the official work, then conveyance with Dearness Allowance is paid

College pays utmost care to provide safe RO processed water to the employees. A huge and safe parking shed is available to the staff to park their vehicles. Adequate security guards are available for safety and security and the whole college campus is under CCTV surveillance.

Performance Appraisal System:

Performance appraisal for teaching and non-teaching staff is taken once a year in a prescribed format to evaluate the progress and performance of staff. Teaching staff performance is evaluated on the basis of academic as well as contribution in co-curricular activities and other achievements. The principal evaluates the self-assessment forms, analyses the student feedback on staff, and takes a review of the appraisal.

Self-appraisal is done on the basis of four parameters are Teaching, Learning and Evaluation Related Activities; Co-curricular, Extension and Professional Development; Research and Academic Contribution; and Others.

The Faculty Appraisal System (FAS) are divided into Personal Data and Self – Assessment and Report, Review and Assessment to be filled by the Reporting authority, reviewing and accepting authority respectively. FAS are obtained from the concerned Program Coordinator/ Section Heads are reviewed and accepted by the accepting authorities. After the completion of the evaluation process the duly accepted performance reports retain with the concerned custodian. In case of adverse remarks in the FAS, the employees are counseled and provided training to improve. The annual performance review and the subsequent rating of an employee is an important factor in the grant of annual increments, performance awards and career benefits.

Vision: To be a centre of excellence recognized nationally and internationally, in distinctive areas of engineering education and research, based on a culture of innovation and invention.

Mission: BIET contributes to the growth and development of its students by imparting a broad based engineering education and empowering them to be successful in their chosen field by inculcating in them positive approach, leadership qualities and ethical values.

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Supporting Documents / Additional Information:

Sl. No.	Description	Link for the Document
1	Sample copy of Appraisal format for Teaching	View Document
2	Sample copy of Appraisal format Non-Teaching (Technical)	View Document
3	Sample copy of Appraisal format Non-Teaching (Non-Technical)	View Document
4	Sample copy of Deputation of Faculty for higher study	View Document
5	Sample copy of Sabbatical leave of Faculty	View Document
6	Sample copy of Gratuity for Employees	View Document
7	Sample copy of Group Insurance -Employees	View Document
8	Sample copy of Time bound increments	View Document
9	Sample copy of PF Contribution of Employees	View Document

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