

मुंबई विद्यापीठ



परिपत्रक :- क्र. मशिमाक/विशिमाक/तंत्रशिक्षण/११/२०२०-२०२१

मुंबई विद्यापीठाशी संलग्नीत सर्व शासकीय आणि अशासकीय, अनुदानित व विनाअनुदानित तसेच स्वायत्त संस्था यांच्या अखत्यारित असलेले अभियांत्रिकी, औषध निर्माण शास्त्र, व्यवस्थापन आणि स्थापत्यशास्त्र, हॉटेल व्यवस्थापन महाविद्यालयांचे प्राचार्य व महाविद्यालयातर्फे संबंधित संस्थांचे अध्यक्ष/सचिव यांना कळविण्यात येते की, मुंबई विद्यापीठाशी सर्व संलग्नीत अनुदानित व विनाअनुदानित तसेच स्वायत्त संस्था यांच्या अखत्यारित असलेले महाविद्यालयातील शिक्षकांना ७ व्या वेतन आयोगातील तरतुदीबाबत शासन निर्णय शासन निर्णय क्र. सावेआ-११११/प्र.क्र.४४/१९/तां.शि.२ दिनांक ११ सप्टेंबर, २०१९ अन्वये सातव्या वेतन आयोगाच्या शिफारशी दिनांक १ जानेवारी, २०१६ पासून लागू करण्यास विद्यापीठाच्या विद्वत परिषदेत बाब क्र. ७.१ दिनांक ०९.०४. २०२० व व्यवस्थापन परिषदेत बाब क्र. ८ दिनांक ६ नोव्हेंबर, २०२० अन्वये मान्यता देण्यात आली आहे.

विद्यापीठाशी संलग्नीत अभियांत्रिकी/व्यवस्थापन/औषधनिर्माण शास्त्र/स्थापत्य शास्त्र महाविद्यालयांना अखिल भारतीय तंत्रशिक्षण परिषदेच्या (AICTE) सुधारित शैक्षणिक अर्हता, पात्रता व अनुभव, सेवाशर्ती तसेच सातव्या वेतन आयोगाच्या सुधारित वेतनश्रेणी लागू करण्यात आली आहे. त्यानुसार महाविद्यालयांनी पुढील कार्यवाही करावी.

यास्तव, मुंबई विद्यापीठाशी संलग्नीत सर्व शासकीय/अशासकीय अनुदानित/विनाअनुदानित महाविद्यालयांचे प्राचार्य व महाविद्यालयातर्फे संबंधित संस्थांचे अध्यक्ष/सचिव यांना सुचित करण्यात येते की वरील शासन निर्णय विद्यापरिषद व व्यवस्थापन परिषदेने दिलेल्या मान्यतेनुसार सर्व अभियांत्रिकी, औषधनिर्माणशास्त्र, व्यवस्थापन आणि स्थापत्यशास्त्र, हॉटेल व्यवस्थापन या महाविद्यालयांना लागू करण्यात येत आहे.

मुंबई - ४०० ०३२.

दिनांक :- ११ जानेवारी, २०२१

(डॉ. बळीराम गायकवाड)

प्रभारी कुलसचिव
मुंबई विद्यापीठ

प्रत माहितीस्तव सादर :-

१. मा. अवर सचिव, उच्च व तंत्र शिक्षण विभाग, मंत्रालय, मुंबई - ४०० ०३२,
२. मा. शिक्षण संचालक, उच्च शिक्षण, महाराष्ट्र राज्य, पुणे - १.
३. मा. सह संचालक, महापालिका मार्ग, मुंबई विभाग, मुंबई - ४०० ००१.
४. मा. कुलगुरूंचे स्वीय सहायक, मुंबई विद्यापीठ, फोर्ट, मुंबई - ४०० ०३२.
५. मा. प्र. कुलगुरूंचे स्वीय सहायक, मुंबई विद्यापीठ, फोर्ट, मुंबई - ४०० ०३२.
६. स्वीय सहायक, कुलसचिव, मुंबई विद्यापीठ, फोर्ट, मुंबई - ४०० ०३२.
७. वित्त व लेखा अधिकारी, मुंबई विद्यापीठ, फोर्ट, मुंबई - ४०० ०३२
८. सचिव, मुंबई विद्यापीठ कॉलेज प्राचार्य असोसिएशन, प्रगती महाविद्यालय, डोंबिवली - ४२१ २०१.
९. डॉ. टी. ए. शिवरे, अध्यक्ष, A.M.G.C. Director, विल्सन महाविद्यालय, चौपाटी, मुंबई - ४०० ००७.
१०. सचिव, बुक्टो (BUCTU), विद्यापीठ विद्यार्थी भवन, चर्चगेट, मुंबई - ४०० ०२०
११. मुप्ता (MUPTA) संघटना, १०३, गोरई, सम्राट अशोक को. हाऊ. सोसायटी, प्लॉट नं. १०२, गोरई-२, बोरिवली (पश्चिम), मुंबई - ४०० ०९१.
१२. मा. अध्यक्ष (UMASA), समाजशास्त्र विभाग, रानडे भवन, कलिना, मुंबई - ४०० ०९८.
१३. मा. अध्यक्ष (MUCTA), खोली नं ४७, रानडे भवन, कलिना, मुंबई - ४०० ०९८.
१४. अभिलेखा विभाग (रेकॉर्ड सेक्शन) (१० प्रती).

Revision of Pay Scales, Minimum Qualifications for the appointment, Terms and Conditions of Teachers and other academic staff such as Library and equivalent cadre in Degree Level Technical Education as per AICTE Scheme (7th Pay Commission) to Dr. Babasaheb Ambedkar Technological University, Lonere/Institute of Chemical Technology, Government Deemed University, Matunga, Mumbai, All Government and Non-Government Aided Institutes, University affiliated and Autonomous institutes conducting Professional Degree Courses such as Engineering and Technology, Pharmacy, Architecture, Hotel Management and Catering Technology etc. ...

GOVERNMENT OF MAHARASHTRA

Higher & Technical Education Department

Government Resolution No. सावेआ-११११/प्र.क्र.४४/१९/तां.शि.२

Madam Kama Road, Hutatma Rajguru Chowk,

Mantralaya Annex, Mumbai - 400 032

Dated : 11th September, 2019

- Read :**
1. Government of Maharashtra, Higher and Technical Education Department, G.R.No. SPC-2010 / (34/10) / TE-2, dated 20th August 2010
 2. Government of Maharashtra, Higher and Technical Education Department, G.R.No. CAS- 2013/(32/13)/TE-2 dated 17th October 2015
 3. Government of Maharashtra, Higher and Technical Education Department, corrigendum No. CAS-2013/(32/13)/TE-2 dated 13th October 2016
 4. Government of Maharashtra, Higher and Technical Education Department, G.R.No. SePrNi-2010/(264/10)/Tanshi-2 dated 10th September 2012 and Notification dated 10th September 2012 (Annexure- A)
 5. Government of India MHRD Letter No-1-37/2016/TS II Dated 18th January, 2019
 6. All India Council for Technical Education Notification F. No. 61-1 / RIFD /7th CPC/2016-17, dated 1st March 2019
 7. All India Council of Technical Education, letter No-F.No 61-1/RFD/7thCPC/2016-17 dated 8th March, 2019
 8. Letter No. 5(1)/ASTHA/7th Pay/FACULTY/2019/230 dated 5th July, 2019 of Directorate of Technical Education, M.S., Mumbai

Preamble:

The 6th Pay Commission pay scales in accordance with the recommendations of All India Council for Technical Education for teachers and other academic staff in degree level technical Institutions were implemented in the State vide Government Resolution mentioned in Reference No.1, 2, 3 above and Recruitment Rules published vide Government Resolution mentioned in reference No. 4 above.

Ministry of Human Resource Development, Government of India, has communicated the decision of Government of India to All India Council for Technical Education Vide its Letter No-1-37/2016/TS II Dated 18th January, 2019, regarding revision of pay scales of Engineering and Technical Institution under preview of AICTE. After the approval received from Government of India, All India Council for Technical Education revised the pay structure of teachers and other academic staff in degree level technical Institutions as per the 7th pay commission recommendation vide its notification mentioned in Reference No.6 above. AICTE also communicated to State Government vide its letter mentioned in Reference No. 7 to take appropriate action to implement the recommendations contained

in the notification dated 1st march 2019 issued by AICTE.

The scheme announced by the All India Council for Technical Education is applicable to all degree level technical institutions and Universities, including deemed to be Universities imparting technical education and such other courses/programs approved by AICTE and areas as notified by AICTE from time to time.

The scheme announced by All India Council for Technical Education for the Revision of Pay Scales, Minimum Qualifications for the appointment, Career Advancement Schemes, Terms and Conditions of Teachers and other academic staff such as Library and equivalent cadre in Degree Level Technical Education as per AICTE Scheme (7th Pay Commission) to Dr. Babasaheb Ambedkar Technological University, Lonere, Institute of Chemical Technology, Government Deemed be University, All Government and Non-Government Aided Institutes, University affiliated and Autonomous institutes conducting Professional Degree Courses such as Engineering and Technology, Pharmacy, Architecture, Hotel Management and Catering Technology etc. was under consideration of Government.

Resolution -

The question of implementing scheme of revisions of pay scales as per Notification F. No. 61-1 / RIFD / 7th CPC/2016-17, dated 1st March 2019 of AICTE to all teachers and equivalent cadres working in Dr. Babasaheb Ambedkar Technological University, Lonere, Institute of Chemical Technology, Government Deemed be University, All Government and Non-Government Aided institutes, University affiliated and Autonomous institutes conducting Professional Degree Courses was under consideration of State Government. After considering all the aspects of the scheme and approval of State Cabinet, the State Government has decided to implement and revise Pay Scales, Minimum Qualifications for the appointment, Terms and Conditions of Teachers and other academic staff are as follows: -

1.0 Applicability -

1.1 The revised pay scales together with conditions mentioned in this Government Resolution shall apply to teachers and other academic staff in Dr. Babasaheb Ambedkar Technological University, Lonere, Institute of Chemical Technology, Government Deemed University, Matunga Mumbai, All Government and Non-Government Aided Institutes, University affiliated and Autonomous institutes conducting Professional Degree Courses such as Engineering and Technology, Pharmacy, Architecture and such other courses/programs under the preview of AICTE.

1.2 Date of Effect

a) Pay Scales and DA: The revised pay-scales shall be effective from 01.01.2016.

b) Other Allowances : The rate of other allowances shall be at par with the State Government Employees.

1.3 Effective date of application of Service Conditions

a) All other service conditions including Qualifications, Experience, Recruitment, Promotions, publications, training and course requirements etc. shall come into force with effect from the date of this Government Resolution.

b) The Qualifications, Experience, Recruitment and Promotions etc. during the period from 17.10.2015 to till the date of this Government Resolution shall be as per sixth pay commission and short term training programs as per the guideline issued by state government as per AICTE. As the state government didn't issue the guideline of API/PBAS, it shall be exempted.

However, the Average ACR during the reporting period shall be as per the guideline issued vide G. R. dated 17-10-2015.

c) Those who are eligible for promotions after the date of publication of this Government Resolution shall have to meet the necessary conditions such as additional qualification, undergoing industrial training, pedagogical training, faculty induction program, publishing research papers etc. However, these requirements shall be permitted to be fulfilled till 31st July, 2022, or within 3 years from the date of this Government Resolution, whichever is later, so as to enable faculty members in equipping them for requisite mandatory requirements of this Government Resolution to avail the benefit of

promotion retrospectively from the date of eligibility.

- d) For incumbent faculty members, the date of eligibility up to 31st July, 2022 (or minimum 3 years from the date of publication of this Government Resolution, whichever is later) shall be allowed to be according to the 6th CPC Gazette notification published on 8th November, 2012. All the benefit of promotion to such candidates is permitted retrospectively on the date when he/she became eligible.
- e) It may be noted that, no further extension would be given beyond 31st July, 2022 or 3 years from the date of publication of this Government Resolution, whichever is later, and those who do not meet the essential criteria despite the above grace period, shall lose an opportunity for getting promotion retrospectively. However, they will be eligible for promotion from the date they meet these criteria thereafter.
- f) In cases, wherein interviews are already conducted either for direct recruitment or for promotions but candidates did not join, such candidates are to be allowed to join. Their further up-gradation will be governed by this Government Resolution.
- g) In cases, where advertisement was published, applications invited but interviews have not been conducted till publication of this Government Resolution, the institutes / employers are required to publish corrigendum and processing of applications must be done in accordance with the provisions given in this Government Resolution.

2.0 General

2.1 Revised Designations and Mode of Appointments

There shall be only three designations in respect of teachers in degree level technical institutions as far as cadre structure is concerned, namely Assistant Professor, Associate Professor and Professor as given below in Table 1. Also there shall be no change in the present designations in respect of Library, Physical Education and Training & Placement Personnel at various levels. Following mode of appointment shall henceforth be used:

Table 1: Cadre Structure and Mode of Appointment

Sr. No.	Designations of Teaching Faculty	Entry pay	Level	Mode of Appointment
1	Assistant Professor	57700	10	Direct Recruitment
2	Assistant Professor (Senior Scale)	68900	11	Promotion
3	Assistant Professor (Selection Grade)	79800	12	Promotion
4	Associate Professor	131400	13A1	Promotion / Direct Recruitment
5	Professor	144200	14	Promotion / Direct Recruitment
6	Senior Professor	182200	15	Promotion
7	Principal / Director	144200	14	Direct Recruitment

2.2 New Pay Structure

The new pay structure shall involve a pay matrix with an ascending series of levels and ascending cells in each level. The new pay matrix shall subsume the pay band and grade pay in one simple chart as given in **Annexure - I**. The pay matrix shall comprise of two dimensions- a horizontal range of levels starting from the lowest level in the hierarchy and ascending to the highest level, with the levels being numbered from 10 to 15 covering the entire gamut of Teachers and other Academic Staff. Within each level, the salary increases as one goes down vertically, with each progression of going down represented by a "Cell". Each Cell within that level represents the steps of annual financial progression of 3%. On recruitment / promotion, an employee shall join at a particular level and progress within the level as per the vertical range. The movement shall be based on annual increments till the time of his /her next promotion. When the employee will receive a promotion, he/she will progress to the next level in the horizontal range till it exhausts.

2.3 Levels and Cells

The method followed by the 7th CPC shall be adopted in the academic pay structure also, moving from the concept of Pay Band and Academic Grade Pay to that of Levels and Cells. The changes will appear only due to the existing difference between the two streams in terms of Academic Grade Pay vis-à-vis the corresponding Grade Pay. The levels for academic pay shall be numbered as per the corresponding non-academic level. Thus, the levels are numbered as 10, 11, 12, 13A1, 14 & 15 corresponding to the present AGP of Rs. 6000, 7000, 8000, 9000, 10000 and 12000 respectively.

2.4 Pay Matrix and Fixation of Revised Pay

For Fixation of pay of an Employee in the Pay Matrix as on 1st January 2016, the existing pay (Pay in Pay Band plus Academic Grade Pay) in the pre-revised structure as on 31st December, 2015 shall be multiplied by a **factor of 2.57**, rounded off to the nearest Rupee, and the figure so arrived at, will be located in that level in the Pay Matrix and if such an identical figure corresponds to any cell in the applicable level of the Pay Matrix, the same shall be the pay, and if no such cell is available in the applicable level, the pay shall be fixed at the immediate next higher cell in that applicable level of the Pay Matrix. If the figure arrived at in this manner is less than the first cell in that level, then the pay shall be fixed at the first cell of that level of Pay Matrix. If more than two stages are bunched together, one additional increment equal to 3% may be given for every two stages bunched, and pay fixed in the subsequent cell in the pay matrix.

2.5 Pay Bands with AGP and IOR (Index of Rationalization)

Based on the above, the various levels of pay with its Academic Grade Pay (AGP) are as per **Annexure-I**.

2.6 Entry Pay

The Entry Pay for Academic Pay Structures and Levels shall be as per **Table 1 Mentioned in Para 2.1**

2.7 Pay Fixation in case of Direct Recruitment / Promotion

The pay of employees appointed by direct recruitment on or after 1st day of January 2016 shall be fixed at the minimum pay or the first cell in the level, applicable to the post to which such employee is appointed. In case of promotion, candidate would be given a notional increment in his existing Level of Pay, by moving him/her to the next higher cell at that level. The pay shown in this cell would now be located in the new level corresponding to the post to which candidate has been promoted. If a cell identical with that pay is available in the new level, that cell shall be the new pay; otherwise the next higher cell at that level shall be the new pay of the employee. If the pay arrived at in this manner is less than the first cell in the new level, then the pay shall be fixed at the first cell of that level.

2.8 Date of Increment

- (i) Annual increment is given in the Pay Matrix at 3%, with each cell being higher by 3% over the previous cell in the same level, rounded off to nearest 100. Annual increments to each employee would move up in the same academic level, with an employee moving from the existing cell in the academic level to the immediate next cell in the same academic level.
- (ii) There shall be two dates of increment i.e. 1st January and 1st July of every year, provided that an employee shall be entitled to only one annual increment on either one of these two dates depending on the date of appointment, promotion or grant of financial up-gradation.
- (iii) The increment in respect of an employee appointed or promoted during the period between the 2nd day of January and 1st day of July (both inclusive) shall be granted on 1st day of January and the increment in respect of an employee appointed or promoted during the period between the 2nd day of July and 1st day of January (both inclusive) shall be granted on 1st day of July.

2.9 Annual Process of Promotion

Every University/College/Directorate of Technical Education *shall ensure that the selection process for direct recruitment for various positions is carried out annually so as to maintain*

required faculty numbers and cadre ratio as per AICTE norms so that no loss is caused to students. Interviews for the promotions of the faculty members shall be carried out at a regular span annually to avoid any stagnation in career growth of faculty members.

Candidates, who do not fulfill the minimum requirement stipulated in this Government Resolution, will have to be re-assessed after a period of one year. The date of promotion shall be the date on which he/she satisfies all the minimum requirements and successfully reassessed.

The constitution of the Selection Committee as applicable to these appointments/promotions of the Assistant Professor to Associate Professor and Associate Professor to Professor or Professor to Senior Professor is enumerated in **Annexure-II**. Various stages of promotions/direct recruitment and mode of selection are given in Table 2.

A teacher who wishes to be considered for promotion may submit in writing in the prescribed proforma duly supported by all credentials to the Principal / Director of the College, within three months in advance of the due date, that he / she fulfills all requisite qualifications.

The entry level and consecutive stages of promotions are shown in **Table 2**.

Table 2: Stages of Promotion/ Direct Recruitment and mode of selection

Stage	Designation
Entry Level, Stage-I	Assistant Professor
Stage-II	Assistant Professor (Senior Scale)
Stage-III	Assistant Professor (Selection Grade)
Stage-IV	Associate Professor
Stage-V	Professor
Stage-VI	Senior Professor

2.10 Age of Superannuation

The existing provisions about superannuation and reemployment of teachers shall continue. (As per State Govt. policy evident from State Govt. GR dated 8th March 2019 about UGC pay scales)

2.11 Health Insurance Scheme

Existing provisions of Health Insurance Scheme as applicable to State Government employees shall continue. (As per Present Medical reimbursement scheme and विमाछत्र योजना)

2.12 Pension, Gratuity, Family Pension, GPF, Leave Encashment and Other Pensionary Benefits

All pensionary benefits including leave encashment shall be extended to faculty members and other staff such as Library, Physical Education and Training & Placement Personnel as per the revised norms recommended by the 7th CPC and implemented as per the norms of the State Government.

2.13 Industrial Training/Professional Training

Since a requirement of industrial training/professional training (as the case may be) has been stipulated for vertical movement of faculty members, the AICTE, the Directorate of Technical Education, Maharashtra, State Government shall devise a suitable mechanism for facilitating all faculty members to undergo industrial training/professional training in consultation with AICTE, Confederation of Indian Industries (CII), FICCI, NASSCOM, CFTI, CSIR laboratories, IISER, CIEFL ISI, ISRO, DAE, DRDO and other such industry/professional bodies with approval of State Government.

2.14 Teaching Engagement

The faculty members shall have an engagement of not less than 40 hours per week including teaching contact hours and other activities. The work of tutorial / project / research / administration may be distributed among the faculty members as per the need and availability of staff. The laboratory engagement will also be counted towards teaching hours. The minimum teaching contact hours for various positions shall be as given in **Table 3** below.

Table 3: Teaching Engagement of Faculty Members in Degree Level Institutions

Designation	(Teaching / Laboratory hours) / week
Assistant Professor	16
Associate Professor	14
Professor / Senior Professor	14
Director / Principal	6

Relaxation of 2 hours per week in teaching contact hours shall be granted to faculty members handling additional responsibilities like HOD / Dean. Regarding work hour State Government seeks clarification from AICTE.

2.15 Consultancy

- Consultancy work may be undertaken by members of the faculty to generate resources, either for institutions or for themselves.
- Not only the faculty members should be encouraged to undertake consultancy work, but also an appropriate environment be created by the managements of institutions to facilitate faculty members to undertake such work.
- Suitable parameters for sharing the generated resources between the institution Existing guidelines for sharing the revenue generated out of consultancy work between the Government, institution and individual faculty member shall continue.
- The faculty members engaged in consultancy/ industry interaction / research / start-up activities / community services may be allowed some adjustment in teaching time table without compromising their teaching engagement hours.

2.16 Start-up

Presently, the institutions are ranked based on academic performance and placement of students. In future, it may also be based on a number of start-ups and entrepreneurs created by the institute. Therefore, technology incubation centers shall be established and frequent interactions between entrepreneurs / industrialists / alumni and students shall be arranged for motivating students to initiate start-up. Director, Directorate of Technical Education shall issue necessary direction with the concurrence of State Government.

2.17 Statutory Reservation

The statutory reservation policy for recruitment and promotion applicable as per state government issued time to time.

2.18 Quality Improvement Programme (QIP) / Teaching Research Fellowship (TRF) Schemes

With a view to improve the quality of technical education, Directorate of Technical Education, Maharashtra State, to implement QIP/TRF schemes for all the eligible teachers working in Technical institutions.

2.19 Counting of Past Service for Direct Recruitment and Promotion

Previous regular service, whether national or international, as Assistant Professor, Associate Professor or Professor or equivalent in a University, College, National Laboratories or other scientific / professional organizations such as the CSIR, ICAR, DRDO, UGC, ICSSR, ICHR, ICMR, DBT or state PSUs etc., should be counted for direct recruitment as an Assistant Professor / Associate Professor / Professor provided that:

- The qualifications for the post held are not lower than the qualifications prescribed by the AICTE for Assistant Professor, Associate Professor and Professor as the case may be.
- The post is / was in an equivalent grade or of the pre-revised scale of pay as the post of Assistant Professor / Associate Professor / Reader and Professor.
- The candidate for direct recruitment has applied through proper channel.
- The concerned Assistant Professor, Associate Professor and Professor should possess the same minimum qualifications as prescribed by the AICTE for appointment to the post of Assistant Professor, Associate Professor and Professor, as the case may be.

- e) The post was filled in accordance with the prescribed selection procedure as laid down in the Regulations of University / State Government / Central Government / concerned institutions, for such appointments.
- f) The previous appointment was not as guest faculty for any duration or ad-hoc or in a leave vacancy of less than one year duration. Ad-hoc or temporary service of more than one year duration can be counted provided that:
 - (i) The period of service was of more than one year.
 - (ii) The incumbent was appointed on the recommendation of the duly constituted Selection Committee.
 - (iii) The incumbent was selected for the permanent post in continuation to the ad-hoc or temporary service;
 - (iv) An artificial break in service shall not be used to the prejudice of employee, appointed on permanent basis. The person appointed on a permanent basis shall be given the benefit of the entire service rendered by him with effect from the date of initial appointment (temporary / contract / ad-hoc) notwithstanding the artificial break / breaks in service.
 - (v) The incumbent was drawing total gross emoluments not less than the monthly gross salary at the initial stage of a regularly appointed Assistant Professor, Associate Professor and Professor, as the case may be; and
 - (vi) At the time of selection, the negotiated terms and conditions clearly mention the period of experience, nature of experience and same has been consented by the employer.
- g) No distinction should be made with reference to the nature of the management (Private /Local Body/Government) of the institution where previous services were rendered while counting past services under this clause.

2.20 Equivalence of Experience of Diploma Level Institutions and Degree Level Institutions

Experience at Diploma Level Polytechnic shall be considered equivalent to experience in the degree level institutions at appropriate level, as applicable provided, scale of pay, qualifications, experience and research contribution are same for the post under consideration as per the present Government Resolution.

3.0 Cadre Structure

3.1 Minimum Cadre Ratio

- (i) The minimum 1:2:6 of cadre ratio be maintained for Professor: Associate Professor: Assistant Professor respectively.
- (ii) Minimum number of faculty requirements for an approved institute shall be calculated on the basis of faculty: student ratio prescribed by AICTE.
- (iii) Faculty: student ratio would be applicable as per the Approval Process Handbook published by AICTE from time to time.
- (iv) For the purposes of this cadre ratio, Assistant Professor, Assistant Professor (Senior Scale), Assistant Professor (Selection Grade) shall be grouped together and be termed as Assistant Professors.
- (v) Similarly, Professors and Senior Professors will be grouped together and be termed as Professors.
- (vi) Principal / Director shall be outside the purview of cadre ratio.

3.2 Flexible Cadre Structure

While promoting the incumbent, flexible cadre structure is followed as below:

- (i) Incumbent faculty members be upgraded to higher positions, after being eligible, through a process of promotion to be held annually, irrespective of availability of vacancy in that cadre.
- (ii) The incumbent so upgraded to a higher position shall be re-designated as Assistant Professor (Senior Scale)/Assistant Professors (Selection Grade)/Associate Professor/Professor as the case may be.

- (iii) With this cadre structure, more faculty members may become Professors/Associate Professors at some point of time as a result of which, cadre ratio as an example may become skewed such as 9:0:0 or 8:1:0 or 5:1:3 etc. but in any case it should not be 0:0:9 or 0:1:8 or 0:2:7.
- (iv) The total numbers of minimum faculty positions remain the same as calculated from faculty: student ratio, though the cadre ratio is improving with these promotions.
- (v) The lower post can be treated vacant once the incumbent moves on higher post through promotions or through direct selection by keeping total sanctioned posts of all cadres put together as fixed.
- (vi) This vacant post will be filled by suitable eligible incumbent possessing required qualifications.
- (vii) If a suitable candidate is not available, the post shall be filled by open selection.
- (viii) The open selection / promotion shall be made by a committee constituted as per norms published in this Government Resolution.
- (ix) The candidate shall be promoted from lower cadre to higher cadre as and when they complete eligibility criteria for the higher cadre, irrespective of availability of post in that cadre.

3.3 Inter-se seniority between the directly recruited teachers and promoted

The Inter-se seniority of a directly recruited teacher shall be determined with the reference to the date of joining and for the teachers promoted with reference to the date of eligibility as indicated in the recommendations of the selection committee of the respective candidates. The rules and regulations of the respective Central/State Government /UT Government shall apply for all the matters of seniority.

3.4 Position of Principal / Director

- (i) Principal/Director of AICTE approved institution has to be a full time faculty selected in accordance with the due process of selection to be adopted by the concerned university/State Government/Public Service Commission/Respective Board of Governors/Board of Management by taking into consideration the qualifications and other requirements as laid down by AICTE.
- (ii) In an institution where several programmes under technical education approved by AICTE are running, the Principal / Director shall be from one of the programmes preferably from a programme with maximum student strength.

a. 4.0 Mandatory Teacher Trainings

1. Every teacher appointed / promoted to any position here onwards with effect from the publication of this Government Resolution shall have to mandatorily undergo 8 online modules of MOOCs in SWAYAM as per the AICTE teacher training policy preferably within first year of service.
2. No newly appointed faculty member shall be completing the probation without getting the certification of completion of these 8 modules. The teacher training policy document may be downloaded from AICTE website.
3. The requirement of completing these modules as mentioned in this Government Resolution is applicable to all the incumbent teachers also while applying for promotion / selection to next higher cadre only once in the career.
4. Those who are eligible for promotions after the date of publication of this Government Resolution shall have to meet the necessary conditions such as additional qualification, undergoing industrial training, pedagogical training, faculty induction program, publishing research papers etc. However, these requirements shall be permitted to be fulfilled till 31st July, 2022 or within 3 years from the date of publication of this Government Resolution, whichever is later, so as to enable faculty members in equipping them for requisite mandatory requirements mentioned in this Government Resolution to avail the benefit of promotion retrospectively from the date of eligibility.

5.0 Minimum Qualification for Recruitments

Minimum qualification, experience, research contributions, feedback and requisite training requirements for different levels for direct recruitment and promotions for the faculty members are as follows.

5.1 Minimum Qualifications for direct recruitment as an Assistant Professor

(Level – 10, Entry Pay 57700/-)

(a) Engineering / Technology

B.E. / B. Tech. / B. S. and M. E. / M. Tech. / M. S. or Integrated M. Tech. in relevant branch with first class or equivalent in any one of the degrees.

(b) Management

Bachelor's Degree in any discipline and Master's Degree in Business Administration/PGDM/C.A./ICWA/M. Com. with First Class or equivalent and two years of professional experience after acquiring the degree of Master's degree.

(c) Pharmacy

B. Pharm. and M. Pharm / Pharm. D. in the relevant specialization with First Class or equivalent in any one of the two degrees.

(d) MCA

B. E. / B. Tech. / B. S. and M.E. / M. Tech. / M. S. or Integrated M. Tech. in relevant branch with First Class or equivalent in any one of the degrees.

OR

B. E., B. Tech. and MCA with First Class or equivalent in any one of the two degrees.

OR

Graduation of three years' duration with Mathematics as a compulsory subject and MCA with First Class or equivalent with 2 years of relevant experience after acquiring degree of MCA.

(e) Hotel Management and Catering Technology

Minimum 4 years Bachelor's Degree in HMCT and Master's Degree in HMCT or in relevant disciplines with First Class or equivalent in any one of the two degrees.

OR

Minimum 4 years Bachelor's Degree in HMCT with First Class or equivalent and minimum of 5 years of relevant experience at a managerial level not less than Assistant Manager in a 4 - star Hotel or in a similar position in the hospitality industry/ tourism industry.

(f) Architecture

B. Arch. and M. Arch. or equivalent Master's degree in an allied field with First Class in any one of the two degrees, and minimum 2 years' experience in the Architecture profession.

OR

B. Arch. with First class or equivalent and minimum of 5 years' experience in the Architecture profession.

(g) Town Planning

Bachelor's degree in Architecture/Planning/Civil Engineering or Master's degree in Geography / Economics/Sociology or equivalent AND Master of Planning or equivalent with First class or equivalent in either in Master of Planning or any above degrees with 2 years of relevant experience

(h) Design

Bachelor's Degree or minimum 4 year Diploma in any one of the streams of Design, Fine Arts, Applied Arts and Architecture or Bachelor's degree in Engineering with First class or equivalent

AND

Master's degree or equivalent Post Graduate Diploma in relevant disciplines with First Class or equivalent in a concerned / relevant /allied subject of Industrial Design / Visual Communication / Fine Arts / Applied Arts / Architecture / Interaction Design / New Media Studies / Design

Management / Ergonomics / Human Factors Engineering / Indian Craft Studies and related fields of Engineering or Design.

AND

Minimum 2 years of professional design experience in Industry / research organization / Design studios.

(i) **Fine Arts**

Bachelor's and Master's degree in the relevant branch with First Class or equivalent in any one of the two degrees and minimum 2 years of relevant professional experience.

(ii) **Qualifications for Faculties in Science and Humanities:**

The qualifications for recruitment and promotions for faculty in the disciplines of Basic Sciences, Social Science and Humanities shall be as per the UGC Notification No. F.1-2/2017(EC/PS) Dated 18th July, 2018 and UGC guidelines issued from time to time.

Note: Candidates who have done Ph.D. after the Bachelor's Degree from institution of National importance with GATE/ GPAT/ CEED shall be eligible for the post of Assistant Professor.

5.2 Minimum Qualification Norms for Direct Recruitments / Promotions for Stage-II to Stage-VI

(a) **Qualification for Assistant Professor (Senior Scale, Level – 11, Entry Pay 68900/-) For Promotion of Incumbents**

a. Qualifications prescribed for the post of Assistant Professor

AND

b. Should have completed minimum training requirements as per Annexure - III.

AND

c. Should have satisfied any one of the below mentioned set of requirements.

Set No.	Additional Qualification	To have acquired in the cadre of Assistant Professor		
		Experience (Years)	Research publications in SCI journals /UGC /AICTE approved list of journals	Avg. 360° feedback score (out of 10)
1	-	4	2	8 to 10.
2	-	5	1	8 to 10
3	-	5	2	5 to <8

(b) **Qualifications for Assistant Professor (Selection Grade, Level – 12, Entry Pay 79800/-) For Promotion of Incumbents**

a. Qualifications as prescribed for the post of Assistant Professor (Senior Scale)

AND

b. Should have completed minimum training requirements as per Annexure - III.

AND

c. Should have satisfied any one of the below mentioned set of requirements.

Set No.	To have acquired in the cadre of Assistant Professor (Senior Scale)			
	Additional Qualification	Experience (Years)	Research publications in SCI journals /UGC / AICTE approved list of journals	Avg. 360° feedback score (out of 10)
1	-	4	1	8 to 10
2	-	4	2	5 to < 8

(c) **Qualifications for Associate Professor (Level – 13A1, Entry Pay 131400/-)**

i) For Direct Recruitment

- Ph.D. degree in the relevant field and First class or equivalent at either Bachelor's or Master's level in the relevant branch
AND
- At least total 6 research publications in SCI journals /UGC / AICTE approved list of journals.
AND
- Minimum of 8 years of experience in teaching / research / industry out of which at least 2 years shall be Post Ph.D. experience.

Note: In case of HMCT, 8 years of industry experience at a managerial level not below the position of Head of Department handling a team of 20 persons or more in a 4 star hotel or above category or in a similar position in the hospitality industry / tourism industry.

ii) For Promotion of Incumbents

- Ph.D. degree in relevant field and First class or equivalent at either Bachelor's or Master's level in the relevant branch.
AND
- Should have completed minimum training requirements as per Annexure – III.
AND
- Should have satisfied any one of the below mentioned set of requirements.

Set No.	To have acquired in the cadre of Assistant Professor (Selection Grade).		
	Experience (Years)	Research publications in SCI journals UGC AICTE approved list of journals	Avg. 360° feedback score (out of 10)
1	3	2	5 to < 8
2	3	1	8 to 10

(D) Qualifications for Professor (Level – 14, Entry Pay 144200/-)

i) Direct Recruitment

- Ph.D. degree in relevant field and First class or equivalent at either Bachelor's or Master's level in the relevant branch.
AND
- Minimum of 10 years of experience in teaching / research / industry out of which at least 3 years shall be at a post equivalent to that of an Associate Professor.
AND
- At least 6 research publications at the level of Associate Professor in SCI journals / UGC / AICTE approved list of journals and at least 2 successful Ph.D. guided as Supervisor / Co-supervisor till the date of eligibility of promotion.

OR

At least 10 research publications at the level of Associate Professor in SCI journals / UGC / AICTE approved list of journals till the date of eligibility of promotion.

ii) For Promotion of the Incumbents

- Ph.D. degree in relevant field and First Class or equivalent at either Bachelor's or Master's level in the relevant branch.

AND

- b. Should have satisfied any one of the below mentioned set of requirements:

Set No.	Ph.D. guided	Total Experience (Years)	To have acquired in the cadre of Associate Professor.		
			Experience (Years)	Research publications in SCI journals /UGC / AICTE approved list of journals	Avg. 360° feedback score (out of 10)
1	1	15	3	6	8 to 10
2	2	15	3	6	5 to < 8
3	-	16	3	4	8 to 10

Note: 360° Feedback

1. The feedback obtained every year, till the date of eligibility of next stage, shall be taken as an average of all the preceding years added together required for promotions
2. In case the candidate fails to achieve the maximum feedback score, the subsequent year's may be taken into consideration while dropping the lowest feedback score in any one of the year.

(E) Qualifications for Promotion to Senior Professor (Level –15, Entry Pay 182200/-)

- a. Ph. D. degree in the relevant field

AND

- b. Minimum ten years of experience in the cadre of Professor

AND

- c. At least 8 research publications in SCI journals / UGC / AICTE approved list of journals, should have at least 2 successful Ph. D. guided as Supervisor / Co-Supervisor as a Professor.

OR

- c. At least 8 research publications in SCI journals / UGC / AICTE approved list of journals, should have provided academic leadership as institution head at least for 3 years at the level of Professor.

OR

- c. At least 8 research publications in SCI journals / UGC / AICTE approved list of journals, should have provided educational leadership at state / national level at least for 3 years at the level of Professor.

AND

- d. At least one patent awarded

OR

- d. Development of one MOOC course applicable at national platform

Notes:

1. The selection of Senior Professor shall also be based on academic achievements, favorable review of academic, research and administrative work from three eminent subject experts not below the post of Senior Professor or a Professor of at least ten years of experience.
2. The selection shall be based on ten best publications and award of Ph. D. degrees to at least two candidates under his / her supervision during the last 10 years and interaction with the Selection Committee constituted as per this regulation.

(F) Qualifications for Direct Recruitment of Principal / Director**(Level – 14, Entry Pay 144200/- with the special allowance of Rs. 6750/- per month)**

- a. Ph. D. degree and First Class or equivalent at either Bachelor's or Master's level in the relevant branch

- b. At least two successful Ph.D. guided as supervisor / Co-Supervisor and minimum 8 research publications in SCI journals / UGC / AICTE approved list of journals.
- c. Minimum 15 years of experience in teaching / research/ industry, out of which at least 3 years shall be at the post equivalent to that of Professor.

Notes:

1. This position shall be of contractual in nature for 5 years and can be extended for one more term depending upon the performance.
2. Performance assessment shall be carried out through a committee appointed by the affiliating university.
3. After completing the final term, the incumbent shall join back his / her parent organization in the previous designation from where he / she has proceeded with the designation as Professor / Senior Professor as the case may be.

6.0 Minimum Qualifications for Direct Recruitment and promotion of other staff

6.1 Workshop Superintendent

Initial recruitment of Workshop Superintendent shall be at par with Assistant Professor with the qualification as prescribed for the Assistant Professor in Mechanical/ Production Engineering. Upward movement and designations shall be as per stage I to stage V as per provisions of this Government Resolution indicated in Table 3.

Table 3: Stages of Promotion and Designations for Workshop Superintendent

Stage	Designation
Entry Level, Stage-I	Workshop Superintendent
Stage-II	Workshop Superintendent (Senior Scale)
Stage-III	Workshop Superintendent (Selection Grade)
Stage-IV	Associate Professor (Workshop)
Stage-V	Professor (Workshop)

6.2 Qualifications for Training and Placement Officer

- a. Qualifications, service conditions and Pay scales of Training and Placement Officer shall be same as Professor in Engineering & Technology or concerned Technical Program.
- b. One of the Professors in the Institute shall be entrusted with additional responsibility of Training and Placement Officer on rotation basis.
- c. If Professor is not available, Associate Professor / Assistant Professor may be identified for this post.

**6.3 Minimum Qualifications for direct recruitment of Assistant Librarian
(Level – 10, Entry Pay 57700/-)**

- a. Master's Degree in Library Science/Information Science/ Documentation Science or an Equivalent Professional Degree with at least First Class or equivalent and a consistently good academic record with knowledge of computerization of library.
- b. Qualifying in the National Level Test conducted for the purpose by UGC or other equivalent test as approved by the UGC.

**6.4 Minimum Qualifications for direct recruitment of Assistant Director-Physical Education
(Level-10, Entry Pay 57700/-)**

- a. Master's Degree in Physical Education or Master's Degree in Sports Science or equivalent degree with at least First Class or its equivalent with good academic record from a recognized University/ Institute.
- b. Record of having represented the University / College at the inter-University / Inter-collegiate competitions or the state and / or national championships;

- c. Qualifying in the National-Level Test conducted for the purpose by the UGC or any other agency approved by the UGC and passed the physical fitness test conducted in accordance with these regulations.
- d. Record of strong involvement and proven track record of participation in sports, drama, music, films, painting, photography, journalism event management or other student / event management activities during college / University studies.
- e. Record of organizing such events as student's convener or in later part of life.

6.5 Methodology of Promotion for Assistant Librarians and Assistant Director-Physical Education

The qualifications for promotions Assistant Librarians and Assistant Director-Physical Education shall be as per UGC notification No. F.1-2/2017(EC/PS) dated 18 July 2018

7.0 Additional Requirements

7.1 Research Publications

In order to ensure quality of publications for promotions, a minimum standard would be ensured through the following:

- a) For the purpose of promotions, candidates must have published research papers in SCI journals OR UGC approved Journals OR AICTE approved list of journals OR jointly approved by AICTE with respective councils / institute such as Council of Architecture / Pharmacy Council of India / Institute of Town Planners, India.
- b) In case of HMCT, 1 live case study or 1 live industry project as research / consultancy having credential of very high standing would be recognized as equivalent to 1 publication.
- c) In case of Design, Architecture and Town Planning, 1 live case study, 1 live industry project as research / consultancy or 1 exceptional design having credential of very high standing / obtained high level recognition would be recognized as equivalent to 1 publication.

7.2 Equivalence for Ph.D.

Equivalence for Ph.D is based on publication of 5 International Journal papers, each Journal having a cumulative impact index of not less than 2.0, with incumbent as the main author and all 5 publications being in the authors' area of specialization. Alternatively, the person should have obtained at least two patents or contributed to the increased productivity in the place of work recognized at state or national level or elected as a Fellow of any of the national academies. However, the procedure of providing equivalence shall be devised by concerned affiliating university.

7.2.1 Eligibility of direct Ph.D. after B.E. / B.Tech

The qualification of Ph.D. acquired for the various level of posts directly after B.E/ B.Tech. is applicable in Technical Institutions, provided degree of Ph. D awarded is in relevant discipline by a recognized University following the process of registration, course work and evaluation etc. as prescribed by UGC or has been awarded by the Institutes of national importance (i.e. IITs/IISc/NITs etc.), duly recognized by the MHRD. Further, candidate should have obtained at least first class at Bachelor's level in Engineering /Technology.

7.3 Class / Division

If a class / division is not awarded, minimum of 60% marks in aggregate shall be considered equivalent to first class / division. If a Grade Point System is adopted the CGPA will be converted into equivalent marks as below.

Grade Point	Equivalent Percentage
6.25	55 %
6.75	60 %
7.25	65 %
7.75	70 %
8.25	75 %

7.4 Nomenclature of relevant degrees

The qualifications for various faculty posts specify that the degree shall be in the appropriate / relevant branch of specialization. Many IITs, NITs, Central Universities start interdisciplinary programs of new nomenclatures. In view of the increasing importance of interdisciplinary nature of engineering, the inter-disciplinary courses for both UG and PG specializations may be considered. The selection committee may take a final decision in this regard depending on the requirement of the program of study and institution. AICTE has already clarified this issue vide Government of India Gazette F. No. 27/RIFD/Pay/01/2017-18 dated 28.04.2017. If any specialization is not available in the AICTE basket, the Board / University shall decide the equivalence based on the curriculum of the program. Hence, incumbent faculty recruited in the past based on their qualifications / specializations acquired will continue to be eligible for promotion as well as direct recruitment in the same or other institutions, subject to fulfillment of other eligibility criteria and higher qualifications as prescribed, if any, for various teaching posts.

7.5 Incumbent faculty Members with previous qualifications

Existing incumbents recruited as a Faculty with the basic minimum qualifications such as M.Sc. (Mathematics), M.Sc. (Biotechnology), M.Sc. (Electronics), M.Sc. (Computer Science & allied subjects), M.Sc. (Physics), M.Sc. (Chemistry), MCA, PGDM, AMIE / M. Com / M.A. and any other similar qualifications which were considered eligible at the time of recruitment or taken admission in such courses before publication of the AICTE Gazette dated 13th March 2010 are to be considered as eligible for promotion as well as direct recruitment in the same or other institutions, subject to fulfillment of other eligibility criteria and higher qualifications as prescribed, if any, for various teaching posts.

7.6 Faculty Members on deputation

Any Faculty Member on deputation to some Government Organization / Autonomous Bodies such as DTE / MSBTE / AICTE / UGC / MHRD / DST etc. on academic/administrative positions shall be deemed to have experience of academics and academic administration and be exempted from the requirement of FDP, Industrial Training and 360° feedback. If the faculty has secured at least Very Good rating, it shall be considered equivalent to 8 points on a 10 point scale of 360° feedback in reference to this notification for the period of deputation.

8.0 Option for the revised scales of pay:

- (i) Within a period of one month from the date of issue of this Government Resolution, the teachers/Librarians and other personnel will have to option in the prescribed form (Annexure V) for the revised pay scales.
- (ii) The option once exercised shall be final. Those who do not exercise the option within a period of one month from the date of issue of this Government Resolution shall be deemed to have opted for revised pay scales.
- (iii) The teachers /Librarians /other personnel who were in service on 1st January 2016 and those who were not in service after 1st January, 2016 on account of termination, death, discharge on the expiry of the sanction posts, resignation, dismissal or discharge on disciplinary ground and could not exercise the option within the time limit will be deemed to have opted for revised scale of pay with effect from 1st January 2016 and should be held entitled to the benefit of these rules.
- (iv) An undertaking (Annexure -VI) shall be taken from every beneficiary under this Scheme to the effect that any excess payment made on account of incorrect fixation of pay in the revised pay scales or any other excess payment made shall be adjusted against the future payments due or otherwise to the beneficiary in the same manner as provided in HRD Ministry's O.M. No.. F.237/2008IFD dated 23.10.2008., read with Ministry of Finance (Department of Expenditure) O.M.No.F.11/2008- IC, dated 30.08.2008.

9.0 Procedure to be followed for fixation of pay and for the disbursement of salary grants-

Following procedure shall be followed for fixation of pay and disbursement of salary grants:

- i) Regional Offices of Technical Education shall fix the revised pay of all the teachers, librarians and equivalent cadres under their jurisdiction as per this scheme in the Proforma as prescribed in **Annexure-VII** and further certify that:
“all the teachers/ librarians have been lawfully appointed,
“the pay of each teacher has been properly fixed as per this scheme and
“in case it is found that any excess payment has been made on account of incorrect fixation and unlawful appointees the same shall be recovered by the Government from the grants (including salary grants) payable to the institutes.”
Some possible illustrations for pay fixation are given in **Annexure-VIII**.
- ii) Regional Offices shall submit these certificates along with the fixation forms etc. to the Director, Technical Education who shall thereafter release the necessary grants after broadly satisfying themselves and making necessary entries of pay fixation in the service books of the employees. Director, Technical Education may authorize the officer for approving necessary entries in the service book.
- iii) All Career Advancements with improvement in designations shall have to be approved by the Government.
- iv) The Director of Technical Education, Maharashtra State, Mumbai, should send a quarterly statement to the Accountant General, Maharashtra-1, Mumbai, and the Accountant General, Maharashtra-2, Nagpur, and claim the admissible grants from the Government of India, for the implementation of revised pay scales to the teachers and librarians in degree level institutions, before 31-03-2020. The Accountant General, Maharashtra – 1/2, Mumbai/ Nagpur should be requested to credit the Government of India's share under receipt head “1601 Grant-in-aid from Central Government, (01) (07) Technical Education (1601 0243)”
- v) The additional expenditure on pay proper, on account of revision of scales of pay of teachers in Dr. Babasaheb Ambedkar Technology University, Lonere, Institute of Chemical Technology, Matunga, Mumbai, Government deemed University Government and Non-Government aided degree level institutions as on 1st January 2016 shall be shared for the period from 1st January 2016 to 31st March 2019 between the Government of India and the State Government in the ratio of 50:50. Thereafter, the entire liability on account of this additional expenditure will be borne by the State Government. Posts which were not lying vacant for more than six months as on 1st January 2016 in these institutes will be treated as post existing as on 1st January 2016, for this purpose. The additional expenditure on pay proper, on account of application of revised pay scales to all posts of teachers created after 1st January 2016 shall be borne entirely by the State Government. The Universities and non-Government aided colleges should be informed that any additional expenditure on new posts of teachers created hereafter shall be disallowed, if proper sanction of the Director of Technical Education, Maharashtra State, Mumbai, has not been obtained by them.

10.0 Budget Heads:

The expenditure on this account should be debited to the following sub- heads and detailed heads of accounts under the budget head - **Demand No. W-3 “2203 - Technical Education”** as under:

001, Direction and Administration-

(01), Direction and Administration,

(01)(01) Director of Technical Education (Committed) (2203 0013) (2203 0022)

102 – Assistance to Universities for Technical Education

- (01)(01) Maintenance Grants to Mumbai University for Technical College of Architecture (Committed) (2203 0069)
(01)(02) Maintenance Grants to Dr. Babasaheb Ambedkar Technical University, Lonere, District Raigad (Committed) (2203 0523)

104 – Assistance to Non-Government Technical Colleges and Degree Institutes-

- (01)(03) Engineering Colleges (Committed) (2203 0167)
(03)(04) Establishment of Institute of Chemical Technology and its sub-centers (Scheme)
31- Grant-in-aid (non-salary)
36- Grant-in-aid (Salary)

108 – Examinations -

- (01)(01) Board of Technical Examination (Committed) (2203 0283)

112 – Engineering/Technical Colleges and Degree Institutes-

- (01) Government Engineering and Architectural Colleges (including hostels) (2203 0327)
(00) (10) Establishment of New Engineering Colleges (2203 2671)

Government orders in respect of the measures required for enhancing and improving the quality of education shall be issued separately. All advancements to higher grade pays in various cadres will be effected subject to the minimum excellent (A) level of average confidential report, very good performance appraisal report through 360⁰ feedback score and Career Advancement Schemes terms and conditions mentioned in this Government Resolution for various posts are being prescribed by the Government.

This Government Resolution is subject to the decision taken by the State Government on the scheme forwarded by All India Council of Technical Education by its Notification dated 01st March 2019, therefore anomalies if any brought to the notice of the Department of Higher and Technical Education, Government of Maharashtra through proper channel.

These orders are issued with the concurrence of the Finance Department vide their unofficial reference No. 347/2019/Seva-9 dated 05/09/2019 and with concurrence of State Cabinet held on 09/09/2019.

This Government Resolution is available on website www.maharashtra.gov.in and its unique code no. is 201909112012522408

By order and in the name of Governor of Maharashtra.

**Satish Jagdeorao
Tidke**

Digitally signed by Satish Jagdeorao Tidke
DN: c=IN, o=Government of Maharashtra, ou=Higher And
Technical Education Department, postalCode=400032,
st=Maharashtra,
2.5.4.20=abbed596652773468508d937a99472958ebdda28db8
c543b79abe527c99646f6, cn=Satish Jagdeorao Tidke
Date: 2019.09.16 10:37:37 +05'30'

(Satish J. Tidke)

Deputy Secretary, Government of Maharashtra

To,

1. The Secretary to the Hon'ble Governor, Raj Bhuvan, Malabar Hill, Mumbai. (by Letter)
2. The Principle Secretary to the Chief Minister.
3. The Private Secretary to the Hon'ble Minister./ State Minister, Higher & Technical Education Department,
4. The Personal Assistant to Chief Secretary.
5. Vice Chancellors of all Universities and Institute of Chemical Technology, Matunga, Mumbai.
6. Vice Chancellor, Dr. Babasaheb Ambedkar Technological University, Lonere

7. The Secretary to the government of India, MHRD, Department of Higher Education, New Delhi.
8. Member Secretary, All India Council of Technical Education, New Delhi.
9. The Secretary, University Grants Commission, New Delhi.
10. The Director, Directorate of Technical Education, Maharashtra State, Mumbai.
11. The Director, Maharashtra State Board of Technical Education, Mumbai.
12. All Regional Directors of Technical Education.(Through DTE)
13. Principals/Directors of all Government and Non- Government aided degree/Diploma institutes
(Directorate of Technical Education Should circulate the copies)
14. The Account General (Accounts) Maharashtra I and II, Mumbai and Nagpur
15. The Account General (Audit) Maharashtra I and II, Mumbai and Nagpur
16. The Pay and Accounts Officer, Mumbai.
17. All District Treasury Officers.
18. The Finance Department.
19. All Desks in Higher and Technical Education Department, Mumbai.
20. The Director General of Information & Publicity, Mumbai(With request to issue a suitable press note and send 25 copies to the department)
21. The Under Secretary, Vidhan Mandal Sachivalaya, Vidhan Bhuvan, Mumbai.
22. Select File TE-2

Annexure-I

Pay Matrix Table for Degree Level Technical Institutions

(All figures are in Rupees (₹))							
Pay Band in VI CPC		15600 - 39100			37400 - 67000		67000-79000
Cadre Title		Assistant Professor			Associate Professor	Professor	Senior Professor
Grade Pay in VI CPC		6000	7000	8000	9000	10000	0
Entry Pay		21600	25790	29900	49200	53000	67000
Cell No.	Level	10	11	12	13A1	14	15
1		57700	68900	79800	131400	144200	182200
2		59400	71000	82200	135300	148500	187700
3		61200	73100	84700	139400	153000	193300
4		63000	75300	87200	143600	157600	199100
5		64900	77600	89800	147900	162300	205100
6		66800	79900	92500	152300	167200	211300
7		68800	82300	95300	156900	172200	217600
8		70900	84800	98200	161600	177400	224100
9		73000	87300	101100	166400	182700	
10		75200	89900	104100	171400	188200	
11		77500	92600	107200	176500	193800	
12		79800	95400	110400	181800	199600	
13		82200	98300	113700	187300	205600	
14		84700	101200	117100	192900	211800	
15		87200	104200	120600	198700	218200	
16		89800	107300	124200	204700		
17		92500	110500	127900	210800		
18		95300	113800	131700	217100		
19		98200	117200	135700			
20		101100	120700	139800			
21		104100	124300	144000			
22		107200	128000	148300			
23		110400	131800	152700			
24		113700	135800	157300			
25		117100	139900	162000			
26		120600	144100	166900			
27		124200	148400	171900			
28		127900	152900	177100			
29		131700	157500	182400			
30		135700	162200	187900			

31	139800	167100	193500			
32	144000	172100	199300			
33	148300	177300	205300			
34	152700	182600	211500			
35	157300	188100				
36	162000	193700				
37	166900	199500				
38	171900	205500				
39	177100					
40	182400					

Note: The end-points of any column do not signify the end points of the pay received at that level. As was the case in the earlier provision of traditional pay scales, the last point does not represent the maximum pay of that level for calculation purposes. The end-points of the column should not be treated as the maximum and minimum of a pay scale to calculate the average pay for any level.

**_*_*_*_*_*

Annexure -II

Constitution of Screening cum Evaluation / Selection Committee

The AICTE has evolved following guidelines on:

- (a) Constitution of Selection Committees for selection of Assistant Professor, Associate Professor, Professor for direct recruitment and for promotions.
- (b) Specified selection procedures for direct recruitment and promotions for Teachers in Universities and Colleges.

Selection Proceedings:

All the selection procedures of the selection committee shall be completed immediately after the selection committee meeting itself, wherein, minutes are recorded along with the scoring Proforma and recommendation made on the basis of merit with the list of selected and waitlisted candidates / Panel of names in order of merit, duly signed by all members of the selection committee.

Selection Committee Composition for Assistant Professor, Associate Professor and Professor both for Direct Recruitment and Promotion:

I. For University Faculty Members:

- (a) The Selection Committee for the post of Assistant Professor in the University shall have the following composition:
 - (i) The Vice Chancellor or Acting Vice-Chancellor to be the Chairperson of the Selection Committee.
 - (ii) Three experts in the concerned subject nominated by the Vice Chancellor or Acting Vice-Chancellor out of the panel of names approved by the relevant statutory body of the university concerned.
 - (iii) Dean of the concerned Faculty, wherever applicable.
 - (iv) Head / Chairperson of the Department/School
 - (v) An academician nominated by the Visitor / Chancellor, wherever applicable.
 - (vi) An academician representing SC / ST / OBC / Minority / Women / Differently-abled categories to be nominated by the Vice Chancellor or Acting Vice-Chancellor, if any of the candidates representing these categories is the applicant and if any of the above members of the selection committee does not belong to that category.
- (b) To constitute the quorum for the meeting, five minimum members out of which at least two must be from the total three subject-experts.

II. For Faculty Members in Technical Institutions:

- (a) The Selection Committee for the post of Assistant Professor /Associate Professor and Professor in Colleges, including Private Colleges shall have the following composition:
 - (i) Chairperson of the Governing Body of the college or his/her nominee from among the members of the Governing body to be the Chairperson of the Selection Committee.
 - (ii) The Principal/ Director of the College.
 - (iii) Head of the Department of the concerned subject in the College.
 - (iv) Two nominees of the Vice-Chancellor or Acting Vice Chancellor of the affiliating university of whom one should be a subject-expert. In case of colleges notified / declared as a minority educational institution, two nominees of the Chairperson of the college from out of a panel of five names, preferably from the minority communities, recommended by the Vice-Chancellor or Acting Vice-Chancellor of the affiliating university from the list of experts suggested by the relevant statutory body of the college, of whom one should be a subject-expert.
 - (v) Two subject-experts not connected with the college to be nominated by the Chairperson of the governing body of the College out of a panel of five names recommended by the Vice Chancellor or Acting Vice Chancellor from the list of subject experts approved by the relevant statutory body of the University concerned.

- (vii) An academician representing SC / ST / OBC / Minority / Women / Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice-Chancellor or Acting Vice Chancellor, if any of the above members of the selection committee does not belong to that category.
- (b) To constitute the quorum for the meeting, five of which at least two must be from out of the three subject experts shall be present.
- (c) For all levels of teaching positions for Government / Government Aided Colleges / Government Autonomous Colleges, the State Public Services Commission / Teacher Recruitment Boards, wherever applicable must invite three subject experts, for which the concerned University be involved in the selection process, by respective appointing authority. The states, where selections in autonomous institutes have been authorized to respective Board of Governors, shall continue but constitution of committee shall be same as directed by AICTE.

III. Senior Professor

- (a) The Selection Committee for the post of Senior Professor shall consist of the following persons:
- (i) Vice Chancellor who shall be the Chairperson of the Committee.
- (ii) An academician not below the rank of Senior Professor/Professor with minimum ten years' experience who is the nominee of the Visitor/Chancellor, wherever applicable.
- (iii) Three experts not below the rank of a Senior Professor/Professor with a minimum of ten years' experience in the subject/field concerned nominated by the Vice-Chancellor out of the panel of names approved by the relevant statutory body of the university.
- (iv) Dean (not below the rank of Senior Professor/Professor with minimum ten years' experience) of the faculty, wherever applicable.
- (v) Head/Chairperson (not below the rank of Senior Professor/Professor with minimum ten years' experience) or Senior-most Professor (not below the rank of Senior Professor/Professor, with a minimum of ten year su experience) of the Department/School, in case Head/ Chairperson does not fulfil the above requirement, if any.
- (vi) An academician (not below the rank of a Senior Professor/Professor with minimum ten years' experience) representing SC/ST/OBC/ Minority / Women / Differently-abled categories, if any of candidates representing these categories as the applicant, to be nominated by the Vice Chancellor, if any of the above members of the selection committee do not belong to that category.
- (b) Four members, including two outside subject experts, shall constitute the quorum.

IV. Technical Institution Principal/ Director

- (a) The Selection Committee for the post of College Principal shall have the following composition:
- i) Chairperson of the Governing Body as Chairperson.
- ii) Two members of the Governing Body of the college to be nominated by the Chairperson of whom one shall be an expert in academic administration.
- iii) One nominee of the Vice-Chancellor who shall be an expert in Management of Higher Education.
- iv) Three experts consisting of the Principal/ Director of a college, a Professor and an accomplished educationist not below the rank of a Professor (to be nominated by the Governing Body of the College) out of a panel of six experts approved boy the relevant statutory body of the affiliating University concerned.
- v) An academician representing SC/ST/OBC/Minority/Women/Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice-Chancellor of the affiliating University.
- (b) To constitute the quorum for the meeting, five of which at least two must be from out of the three subject-experts shall be present.
-

Annexure-III

Training Requirements for Promotions of Teachers from all the Disciplines

For Assistant Professor (Senior Scale): Completion of following training requirements at the level of Assistant Professor

Two weeks of Faculty Development Programme (FDP) in the relevant area out of which at least one of the FDP shall be in advanced pedagogy recognised by AICTE / UGC / TEQIP / NITTTR / PMMMNMTT / IISc / IIT / University / Government / DTE / Board of Technical Education / CoA / IIA / SPA / ITPI / NRCs / ARPIT research organization / other institute of National Importance / Design Studio.

OR

One week faculty development programme as above and one eight weeks duration MOOCS course with E-Certification by NPTEL-AICTE

OR

Completed two such eight weeks duration MOOCS courses with E-Certification by NPTEL-AICTE

AND

Completed minimum two weeks of relevant Industrial Training / Professional Training.

For Faculty of Science and humanities where industrial training may not be feasible, professional training will be required, whereas for all other faculty members, industrial training will be required. State Government shall frame these guide lines with the concouracnce of AICTE and issues the same.

For Assistant Professor (Selection Grade): Completion of following training requirements at the level of Assistant Professor (Senior Scale)

Two weeks of Faculty Development Programme (FDP) in the relevant area recognized by AICTE / UGC / TEQIP / NITTTR / PMMMNMTT / IISc / IIT / University / Government / DTE / Board of Technical Education / CoA / IIA / SPA / ITPI / NRCs / ARPIT / research organization / other institute of National Importance / Design Studio.

OR

One week faculty development programme as above and one eight weeks duration MOOCS course with E-Certification by NPTEL-AICTE

OR

Completed two such eight weeks duration MOOCS courses with E-Certification by NPTEL-AICTE

AND

Completed minimum two weeks of relevant Industrial Training / Professional Training

For Faculty of Science and humanities where industrial training may not be feasible, professional training will be required, whereas for all other faculty members, industrial training will be required.

For Associate Professor: Completion of following training requirements at the level of Assistant Professor (Selection Grade)

Two weeks of Faculty Development Programme (FDP) in the relevant area recognized by AICTE/UGC/

TEQIP/NITTTR/PMMMNM/TT/IISc/IIT/University/Government/DTE/Board of Technical Education/CoA/IIA/SPA/ITPI/NRCs/ARPIT/research organization/other institute of National Importance/Design Studio.

OR

One week faculty development programme as above and one eight weeks duration MOOCS course with E-Certification by NPTEL-AICTE

OR

Completed two such eight weeks duration MOOCS courses with E-Certification by NPTEL-AICTE.

AND

Completed minimum two weeks of relevant Industrial Training / Professional Training.

For Faculty of Science and humanities where industrial training may not be feasible in these regard necessary instruction will be issued, professional training will be required, whereas for all other faculty members, industrial training will be required.

**_*_*_*

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Annexure - IV CALCULATION OF 360° FEEDBACK

SCORE

The 360 Degree Score shall be determined on the basis of following parameters.

- a. Teaching Process (Maximum Point 25)
- b. Students' Feedback (Maximum Point 25)
- c. Departmental Activities (Maximum Point 20)
- d. Institute Activity (Maximum Point 10)
- e. ACR (Maximum Point 10)
- f. Contribution to Society (Maximum Point 10)

The candidate shall submit calculation sheet for each academic year to be considered and a summary sheet exhibiting his score on a 10 point scale

a. Teaching - Process (Maximum Points 25)

The calculation shall be presented in a table as presented in this Annexure. The table will have the details of courses taught in the academic year in consideration, like Semester, course Code / Name, No. of scheduled classes, actually held classes. The total shall be reduced on 25 point scale.

b. Students' Feedback (Maximum Points 25)

The candidate shall submit average score for each course taught during academic year under consideration on a scale of 25. The average of total of all such score shall be used.

c. Departmental Activities (Maximum Points 20)

This section summarizes all the responsibilities assigned by Head of the Department to a teacher during academic year under consideration through a proper office order. This may include responsibilities like Lab I/C, Time Table I/C, NBA - AICTE work, sponsored projects, departmental newsletter etc. The candidate will earn 3 points per semester for each activity up to a maximum of 20. (Please refer Annexure IV A for details)

d. Institute Activities (Maximum Points 10)

This section summaries all the responsibilities assigned by Head of the institute to the candidate during academic year under consideration through a proper office order. This may include responsibilities like Head of Department, Coordinator, Warden, Training and Placement officer, Estate Officer etc. The candidate will earn 5 points per semester for each activity up to a maximum of 10. (Please refer Annexure IV B for details)

e. ACR (Maximum points 10)

ACR maintained at institute level shall have 10 points based on grading.

f. Contribution to Society (Maximum Points 10)

The candidate involved in different initiatives by AICTE. The candidate will earn 5 points per semester for each activity. The claim should be supported by an office order/ official communication from Head of Institute. (Please refer Annexure IV C for details)

The grand total of points for all academic years shall be converted to a 10 points scale.

Note: The activities mentioned in above criterion are indicative. Principal / Director / HoD may add or remove some of the activities at department and institute level as per the requirements of the institute. Weightage of 10 Marks may be given for ACRs maintained at institute level out of 20 Marks as per following grading

(Suggestions have been incorporated at Annexure IV A, B and C)

Calculation of Credit Points
(Sample Calculations Page-1)

Name	
Present Position	
Academic Year	
Teaching Process	

A. Teaching Process (Max Point 25)

Sr. No.	Semester	Course Code/ Name	No. of Scheduled Classes	No. of actually held classes	Points earned	Enclosure No.
1	1/ 2018-19	CET-100	42	39		
2	1/ 2018-19	CET-200	39	38		
3	2/ 2018-19	MED-100	41	39		
4	2/ 2018-19	BSE-100	42	41		
		Total	164	157	23.93	

B. Students' feedback (Max Point 25)

S. No.	Semester	Course Code/ Name	Average Student feedback on the scale of 25	Enclosure No.
	1/ 2018-19	CET-100	22.3	
	1/ 2018-19	CET-200	21.8	
	2/ 2018-19	MED-100	19.6	
	2/ 2018-19	BSE-100	22.8	
		Total	86.5	

C. Departmental Activities (Max credit 20)

S. No.	Semester	Activity	Credit Point	Criteria	Enclosure No.
1	1/ 2018-19	Lab I/C	3	3 Point/ semester	
2	1/ 2018-19	Consultancy	3	3 Point/ semester	
3	1/ 2018-19	Timetable I/C	3	3 Point/ semester	
4	2/ 2018-19	Timetable I/C	3	3 Point/ semester	
5	2/ 2018-19	NBA work	3	3 Point/ event	
6	2/ 2018-19	Lab I/C	3	3 Point/ event	
7	2/ 2018-19	Consultancy	3	3 Point/ semester	
		Total	21		

Calculation of Credit Points
(Sample Calculations Page-2)

D. Institute Activities (Max Credit 10)

S. No	Semester	Activity	Credit Point	Criteria	Enclosure No.
1	1/ 2018-19	HoD /Dean	4	4 point/semester	
2	2/ 2018-19	Coordinator appointed by Head of Institute	2	2 Point/semester	
3	2/ 2018-19	Organized Conference	2	2 Point/event	
4	2/ 2018-19	FDP/Conference	2	1 point /event, to be divided between all co-coordinators	

E. ACR maintained at institute level (Max Credit 10)

Grade A+ (8 and above, out of 10)	Grade A (6 and above, but less than 8, out of 10)	Grade B (4 and above, but less than 6, out of 10)	Grade C (Less than 4, out of 10)
10	8	6	4

S.No.	Year	Activity	Credit Point	Grade	Enclosure No.
1	2018-19	ACR	10	A+	
2		ACR	8	A	
3		ACR	6	B	
4		ACR	4	C	
Average			28/4=7		

F. Contribution to Society (Max Credit 10)

S. No.	Semester	Activity	Credit Point	Criteria	Enclosure No.
1		Induction Program	5		
2		Unnat Bharat Abhiyan	5		
3		Yoga Classes	5		
4		Blood Donation	5		

**Calculation of Credit Points
(Blank Format)**

Name	
Present Position	
Academic Year	
Teaching- Process	

A. Teaching Process (Max Points 25)

S. No.	Semester	Course Code/ Name	No. of Scheduled Classes	No. of actual ly held classes	Point	Enclosure no.
1						
2						

B. Students' feedback (Max Points 25)

S. No.	Semester	Course Code/ Name	Average Student feedback on the scale of 25	Enclosure no.
1				
2				

C. Departmental Activities (Max Points 20)

S. No.	Semester	Activity	Credit Point	Criteria	Enclosure no.
1					
2					

D. Institute Activities (Max Points 10)

S. No.	Semester	Activity	Credit Point	Criteria	Enclosure no.
1					
2					

E. ACR maintained at institute level (Maximum Points 10)

S. No.	Year	Activity	Credit Point	Criteria	Enclosure no.
1					
2					

F. Contribution to Society (Maximum Points 10)

S. No.	Semester	Activity	Credit Point	Criteria	Enclosure no.
1					
2					

Summary

Summary	Academic Year	Academic Year	Academic Year
	1	2	3
A. Teaching Process (Max Points 25)			
B. Students' feedback (Max Points 25)			
C. Departmental Activities (Max Points 20)			
D. Institute Activities (Max Points 10)			
E. ACR (Max Points 10)			
F. Contribution to Society (Max Points 10)			
Total (Max Points 100)			
Total on 10 Point scale			

STUDENT'S FEEDBACK FORM

(To be used by institutions)

Academic Year:		Name of the Faculty	
Course		Semester	
		Date of the feedback	

For getting filled in through student

S. No.	Description	Very Poor	Poor	Good	Very Good	Excellent
		(1)	(2)	(3)	(4)	(5)
1	Has the Teacher covered entire Syllabus as prescribed by University/ College/ Board?					
2	Has the Teacher covered relevant topics beyond syllabus					
3	Effectiveness of Teacher in terms of:					
	(a) Technical content/course content					
	(b) Communication skills					
	(c) Use of teaching aids					
4	Pace on which contents were covered					
5	Motivation and inspiration for students to learn					
6	Support for the development of Students' skill					
	(i) Practical demonstration					
	(ii) Hands on training					
7	Clarity of expectations of students					
8	Feedback provided on Students' progress					
9	Willingness to offer help and advice to students.					
	Total					

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Annexure IV A (Departmental Activities)

Sr. No.	Activity	Criteria (Min - Max)	Credits claimed by incumbents	Credits assessed by reporting officer
01	Lab In charge	0 - 3 Points		
02	Consultancy	0 - 3 Points		
03	Time table In charge	0 - 3 Points		
04	NBA coordinator	0 - 3 Points		
05	Class Teacher	0 - 3 Points		
06	Student registration	0 - 3 Points		
07	Student detention In charge	0 - 3 Points		
08	Final Year Student Project Guide	0 - 3 Points		
09	Guest Lecture Organization	0 - 3 Points		
10	Industrial visit in charge	0 - 3 Points		
11	Project/ Seminar Coordinator	0 - 3 Points		
12	Departmental Library In charge	0 - 3 Points		
13	Student Association/ Chapter Co-coordinator	0 - 3 Points		
14	Cleanliness in charge	0 - 3 Points		
15	Practical/ Exam Time table in charge	0 - 3 Points		
16	Departmental store/Purchase in-charge	0 - 3 Points		
17	Internal/External Academic Monitoring Co-coordinator	0 - 3 Points		
18	Department Level CSR Activities Co-coordinator	0 - 3 Points		
19	Project Mentoring for project Competition	0 - 3 Points		
20	Student Feedback In charge	0 - 3 Points		
21	Student Counseling	0 - 3 Points		
22	Initiative for CEP/ STTP / Testing Consultancy	0 - 3 Points		
23	Organization of MOOCS/ NPTEL/ Spoken Tutorials/ IUCEE webinars, etc	0 - 3 Points		
24	Any other Activity (Specify)	0 - 3 Points		

Annexure IV A (Institute Activities)

Sr. No.	Activity	Criteria (Min - Max)	Credits claimed by incumbents	Credits assessed by reporting officer
01	In charge Internship	0 - 4 points		
02	Institute Web site Management	0 - 4 points		
03	Institute level networking and maintenance	0 - 4 points		
04	Building/ Electrical Maintenance	0 - 4 points		
05	EPBX Activity	0 - 4 points		

06	Hardware and Software installation and maintenance	0 - 4 points		
07	Institute MIS In charge	0 - 4 points		
08	DTE MIS In charge	0 - 4 points		
09	Organization of FDP/Conference/Training/ Workshop	0 - 4 points		
10	Exam Activities/Duties	0 - 4 points		
11	RO/RBTE/Administrative Activity/Duties	0 - 4 points		
12	Sports in charge and co-ordinator	0 - 4 points		
13	In-charge/ Member of AICTE/ State Govt./ University Statutory committee	0 - 4 points		
14	NBA/ NACC coordinator	0 - 4 points		
15	Garden Maintenance, Tree Plantation	0 - 4 points		
16	AICTE/ University/DTE/AISHE/ NIRE/ ARIIA/ CII/ RUSA/ TEQIP/ PCI/ COA/ etc Activity in-charge	0 - 4 points		
17	PRO/ Gymkhana/ Gathering/ Publicity/ student club activity	0 - 4 points		
18	HoD/ Dean/ Associate Dean/ Library In-charge	0 - 4 points		
19	Rector/ Warden/ Canteen	0 - 4 points		
20	Earn and Learn Scheme/ Scholarship In-charge	0 - 4 points		
21	Any other Activity (Specify)	0 - 4 points		

Annexure IV C (Contribution to society)

Sr. No.	Activity	Criteria (Min - Max)	Credits claimed by incumbents	Credits assessed by reporting officer
01	Blood Donation Activity organization	0-5 Point/Event		
02	Yoga Classes	0-5 Point/Event		
03	Induction Program In charge	0-5 Point/Event		
04	Medical Camp/ Health Camp Organization	0-5 Point/Event		
05	Literacy Camp Organization	0-5 Point/Event		
06	Tree Plantation and garden maintenance	0-5 Point/Event		
07	Environmental awareness camp	0-5 Point/Event		
08	Swatch Bharat Mission, Unnat Bharat Abhiyan/ Unnat Maharashtra Abhiyan/ NCC/ NSS/ Mahatma Gandhi Swachhata Abhiyan/	0-5 Point/Event		
09	Any other Activity (Specify)	0 - 5 Points		

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**Annexure V
Form of Option**

1. (A) Name of the Government servant *Mr./Mrs./Kum.
- (B) Post held.....*Substantive/Officiating
- (C) Existing pay structure Pay Band: PB - ** Rs. Grade Pay Rs.
- (D) Revised pay structure – Level S - *** Rs.
- (E) Name of the office in which employed.....
2. I * Mr./ Mrs./ Kum.....hereby :-
 - * (I) elect the revised pay structure of the post with effect from the 1st day of January 2016;
 - * (II) elect to retain the existing scale of the post until -
 - * the date of my next increment.
 - * the date of my subsequent increment rising my pay to Rs.....
 - * I vacate the post or cease to draw pay in the existing scale.
- 3 The option hereby exercised is final and will not be modified at any subsequent date.

Place :
Date :

Signature :
Name :

(To be filled by office only)

This is to certify that, Mr./Mrs./Kum
holder of the post ofin *substantive/officiating capacity, has submitted
this option form duly signed and within prescribed date, to me.

Place:
Date:

Signature
Name.....

Head of the Office.....

- * To be scored out if not applicable.
- ** Mention Pay Band Number.
- *** Mention Pay Level Number.

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ANNEXURE - VI

Undertaking

I,..... hereby undertake that any excess payment as a result of pay fixation in a manner contrary to the provisions contained in the Maharashtra Civil Services (Revised Pay) Rules, 2019, or any other excess payment detected in the light of discrepancies noticed subsequently will be refunded by me to the Government either by adjustment against future payments due to me or otherwise.

Place:

Date:-

Signature

Name:

Designation:

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Annexure VII

PROFORMA FOR FIXATION OF PAY

Name of the College/Institution: _____

Name of the teacher: Shri/Smt. _____

Sr. No.	Description	Relevant Information
1.	Designation of the post in which pay is to be fixed as on January 1, 2016 or on _____ (latter date)	
2.	Status (Substantive/officiating)	
3.	Pre-revised Pay Band and Academic Grade Pay or Scale	
4.	Existing Emoluments as on 01.01.2016 (as per pre-revised scale)	
a.	Basic Pay (Pay in applicable Pay Band plus applicable Academic Grade Pay or Basic Pay)	
b.	Dearness Allowance	
c.	Existing emoluments (a + b)	
5.	Basic Pay (Pay in applicable Pay Band plus applicable Academic Grade Pay or Basic Pay) in the pre-revised structure as on January 1, 2016	
6.	Applicable Level in Pay Matrix corresponding to Pay Band and Grade Pay or Scale shown at Sr. No. 3	
7.	Amount arrived at by multiplying basic pay as at Sr. No. 5 by 2.57	
8.	Applicable Cell in the Level either equal to or just above the Amount at Sr. No. 7	
9.	Revised Basic Pay (as per Sr. No. 8)	
10.	Stepped up pay with reference to the revised pay of Junior, if applicable. Name and pay of the junior also to be indicated distinctly.	
11.	Revised pay with reference to the Substantive Pay in case where the pay fixed in the officiating post is lower than the pay fixed in the substantive post, if applicable.	
12.	Personal Pay, if any	
13.	Date of next increment and pay after grant of increment	

Date of IncrementPay after increment in applicable Level of Pay Matrix

14. Any other relevant information:

Date:

Signature & Designation of Head of institution

Place:

Annexure VIII

Fixation of Pay in the Revised Pay Structure: Illustrations

Illustration -1

An Assistant Professor drawing a Basic Pay of Rs. 22,250/- as on 01.07.2015 in the existing Pay Band Rs. 15,600-39,100, AGP Rs. 6,000. His date of appointment is 02.10.2014. His pay in the revised pay matrix as on 01.01.2016 shall be fixed as follows:

1. Existing Basic Pay (Pay in PB + AGP)	=	Rs. 22,250
2. $2.57 \times$ Basic Pay	=	Rs. 57,182.50
3. Rounding off the resultant figure to the nearest Rs. 100	=	Rs. 57,200
4. Level corresponding to AGP Rs. 6,000	:	Level 10
5. Revised pay in Pay Matrix (Either equal to or next cell higher to Rs.57,200)	=	Rs. 57,700

He shall be fixed at Basic Pay of Rs. 57,700/- The next date of annual increment shall be 1st July, 2016 and pay after increment is Rs. 59,400/-

Illustration -2

An Assistant Professor drawing a Basic Pay of Rs. 23,610/- as on 01.07.2015 in the existing Pay Band Rs. 15,600-39,100, AGP Rs. 6,000. His date of appointment is 05.02.2012. His pay in the revised pay matrix as on 01.01.2016 shall be fixed as follows:

1. Existing Basic Pay (Pay in PB + AGP)	=	Rs. 23,610
2. $2.57 \times$ Basic Pay	=	Rs. 60,677.70
3. Rounding off the resultant figure to the nearest Rs. 100	=	Rs. 60,700
4. Level corresponding to AGP Rs. 6,000	:	Level 10
5. Revised pay in Pay Matrix (Either equal to or next cell higher to Rs.60,700)	=	Rs. 61,200

He shall be fixed at Basic Pay of Rs. 61,200/- . His successive dates of increment and the basic pay shall be as under:

Date of Increment	Basic Pay (Rs.)
1.7.2016	63,000
1.7.2017	64,900

He is eligible for promotion under CAS (AGP Rs. 6,000 to AGP Rs. 7,000/ Level 10 to Level 11) on 05.02.2018. On-promotion, he shall be given a notional increment in Level 10 and his basic pay would be Rs. 66,800/-. Locating this figure Rs. 66,800 in Academic level 11, a cell identical to Rs. 66,800 or next higher cell in level 11 is cell no.1 with entry Rs. 68,900/-. His revised basic pay as on 05.02.2018 shall be Rs. 68,900/- and date of increment shall be 1st January, 2019, and pay after increment is Rs. 71,000/-

Illustration -3

An Assistant Professor drawing a Basic Pay of Rs. 28,480/- as on 01.07.2015 in the existing Pay Band Rs. 15,600-39,10, AGP Rs. 7,000. His pay in the revised pay matrix as on 01.01.2016 shall be fixed as follows:

1. Existing Basic Pay (Pay in PB + AGP)	=	Rs. 28,480
2. $2.57 \times$ Basic Pay	=	Rs. 73,193.60
3. Rounding off the resultant figure to the nearest Rs. 100	=	Rs. 73,200
4. Level corresponding to AGP Rs. 7,000	:	Level 11
5. Revised pay in Pay Matrix (Either equal to or next cell higher to Rs.73,200)	=	Rs. 75,300

He shall be fixed at Basic Pay of Rs. 75,300/- . His successive dates of increment and the basic pay shall be as under:

Date of Increment	Basic Pay (Rs.)
1.7.2016	77,600
1.7.2017	79,900

He is eligible for promotion under CAS (AGP Rs. 7,000 to AGP Rs. 8,000/ Level 11 to Level 12) on 12.08.2017. On promotion, he shall be given a notional increment in Level 11 and his basic pay would be Rs. 82,300/-. Locating this figure Rs. 82,300 in Academic level 12, a cell identical to Rs. 82,300 or next higher cell in level 12 is cell no.3 with entry Rs. 84,700/-.

His revised basic pay as on 12.08.2017 shall be Rs. 84,700/- and date of increment shall be 1st July, 2018, and pay after increment is Rs. 87, 200/-

Illustration -4

An Assistant Professor drawing a Basic Pay of Rs. 31,250 as on 01.07.2015 in the existing Pay Band Rs. 15,600-39,100, AGP Rs. 8,000. His pay in the revised pay matrix as on 01.01.2016 shall be fixed as follows:

1. Existing Basic Pay (Pay in PB + AGP)	=	Rs. 31,250
2. $2.57 \times$ Basic Pay	=	Rs. 80,312.50
3. Rounding off the resultant figure to the nearest Rs. 100	=	Rs. 80,300
4. Level corresponding to AGP Rs. 8,000	:	Level 12
5. Revised pay in Pay Matrix (Either equal to or next cell higher to Rs.80,300)	=	Rs. 82,200

He shall be fixed at Basic Pay of Rs. 82,200/- The next date of annual increment shall be 1st July, 2016 and pay after increment is Rs. 84,700/-

He is eligible for promotion under CAS (AGP Rs. 8,000/- to AGP Rs. 9,000/- Level 12 to Level

13A) on 12.03.2018. On promotion, he shall be re-designated as Associate Professor, he shall be given a notional increment in Level 12 and his basic pay would be Rs. 87,200/-. Locating this figure Rs. 87,200 in Academic level 13A, a cell identical to Rs. 87,200 or next higher cell in level 13A is cell no.1 with entry Rs. 1,31,400/-.

His revised basic pay as on 12.03.2018 shall be Rs. 1, 31,400/- and date of increment shall be 1st January, 2019, and pay after increment is Rs. 1, 35,300/-

Illustration -5

An Associate Professor drawing a Basic Pay of Rs. 53,820/- as on 01.07.2015 in the existing Pay Band Rs.37,400-67,000, AGP Rs. 9,000. His pay in the revised pay matrix as on 01.01.2016 shall be fixed as follows:

1. Existing Basic Pay (Pay in PB + AGP)	=	Rs. 53,820/-
2. $2.57 \times$ Basic Pay	=	Rs. 1,38,317.40
3. Rounding off the resultant figure to the nearest Rs. 100	=	Rs. 1,38,300
4. Level corresponding to AGP Rs. 9,000	:	Level 13A1
5. Revised pay in Pay Matrix (Either equal to or next cell higher to Rs. 1,38,300)	=	Rs. 1,39,400

He shall be fixed at Basic Pay of Rs. 1, 39,400/-. The next date of annual increment shall be 1st July, 2016 and pay after increment is Rs. 1, 43,600/-

Illustration -6

College Principal drawing a Basic Pay of Rs. 61,890/- as on 01.07.2015 in the existing Pay Band Rs.37,400-67,000, AGP Rs. 10,000. His pay in the revised pay matrix as on 01.01.2016 shall be fixed as follows:

1. Existing Basic Pay (Pay in PB + AGP)	=	Rs. 61,890/-
2. $2.57 \times$ Basic Pay	=	Rs. 1,59,057.30
3. Rounding off the resultant figure to the nearest Rs. 100	=	Rs. 1,59,000
4. Level corresponding to AGP Rs. 10,000	:	Level 14
5. Revised pay in Pay Matrix (Either equal to or next cell higher to Rs. 1,59,000)	=	Rs. 1,62,300

He shall be fixed at Basic Pay of Rs. 1, 62,300. The next date of annual increment shall be 1st July, 2016 and pay after increment is Rs. 1, 67,200/-.

Illustration -7

A Senior Professor drawing a Basic Pay of Rs. 75,420/- as on 01.07.2015 in the HAG Scale of Rs.67, 000-79,000. His pay in the revised pay matrix as on 01.01.2016 shall be fixed as follows:

1. Existing Basic Pay (Pay in PB+AGP)	=	Rs. 75,420
2. $2.57 \times$ Basic Pay	=	Rs. 1,93,829.40
3. Rounding off the resultant figure to the nearest Rs. 100	=	Rs. 1,93,800
4. Level corresponding to AGP Rs. 10,000	:	Level 15
5. Revised pay in Pay Matrix (Either equal to or next cell higher to Rs. 1,93,800)	=	Rs. 1,99,100

He shall be fixed at Basic Pay of Rs. 1, 99,100. The next date of annual increment shall be 1st July, 2016 and pay after increment is Rs. 2, 05,100/-.

Illustration -8

An Associate Professor drawing a Basic Pay of Rs. 58,660/- as on 01.07.2015 in the existing Pay Band Rs.37,400-67,000, AGP Rs. 9,000. His pay in the revised pay matrix as on 01.01.2016 shall be fixed as follows:

1. Existing Basic Pay (Pay in PB + AGP)	=	Rs. 58,660
2. $2.57 \times$ Basic Pay	=	Rs. 1, 50,756.20
3. Rounding off the resultant figure to the nearest Rs. 100	=	Rs. 1,50,800
4. Level corresponding to AGP Rs. 9,000	=	Level 13A1
5. Revised pay in Pay Matrix (Either equal to or next cell higher to Rs. 1,50,800)	=	Rs. 1,52,300

He shall be fixed at Basic Pay of Rs. 1, 52, 300/- The next date of annual increment shall be 1st July, 2016 and pay after increment is Rs. 1, 56, 900/-
