



**QUAID-E-AWAM UNIVERSITY
OF ENGINEERING SCIENCE & TECHNOLOGY, NAWABSHAH**

ACR / PER REPORT FOR THE YEAR 20

• **PART-I** (To be filled by the **University Teachers**).

1.	Name of Teacher	
2.	Designation & Department	
3.	Courses taught during current year	
4.	No: of Students in each courses	
5.	No: of Lectures delivered	
6.	No: of Practical conducted /Supervised	
7.	No: of Research papers / Books published	
8.	Research in progress	
9.	Research guidance provided to postgraduate students during the year:	Ph. D. M.S.
10.	Conference and symposia attended: (In Pakistan /Abroad)	
11.	Any other Distinction	
12.	Administrative responsibilities	
13.	Other University assignments / Additional Charge(s)	

Dated:

Signature of Teacher

• **PART-II (A)**

NOTE: Reporting Officer shall be as under :

- i) Chairman of the Department: All teachers except Professors & Deans.
- ii) Dean of the concerned Faculty: Chairmen / Professors/ Director of an Institution.
- iii) Pro Vice-Chancellor: Deans /Pro Vice-Chancellor
- iv) Vice-Chancellor: Pro Vice-Chancellor/ Principal / Director Campus.

The rating should be recorded by initialing the appropriate box. The rating denoted by the alphabets is as follows.

'A-I' Very Good 'A' Good 'B' Acceptable 'C' Below the mark 'D' Poor

	A-I	A	B	C	D	
1. Attitude towards job		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Power of Expression		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Preparation for Lectures		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Punctuality		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Ability to conduct Lectures		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Ability to conduct Practical / Tutorials		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Attitude towards Students		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Attitude towards superiors & colleagues		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
INTEGRITY						
A). Professional		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B). Moral		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

9. Sense of Responsibility					
10. Personality and Apparel appearance					
11. Performance under pressure					
12. Capacity for team work					
13. Interest in Sports / Social activities					
14. Judgment					
15. Overall rating					

PART-II (B) OVERALL PEN PICTURE INCLUDING SUGGESTIONS FOR IMPROVEMENT, IF ANY

Dated: _____

Name & Signature of Reporting Officer

PART-III REMARKS OF THE 1ST COUNTER SIGNING (SECOND) HIGHER AUTHORIZED OFFICER I.E. DEAN /DIRECTOR ETC.

I consider that the assessment made by the reporting officer is too lenient / reasonably accurate / strict / biased.
 The remarks underlined in red ink should be communicated in writing.
 I have the following remarks to add.

Dated: _____

Name, Signature & Designation

PART-IV REMARKS OF THE SUBSEQUENT COUNTER-SIGNING OFFICER I.E. THE PRO VICE-CHANCELLOR.

I consider that the assessment made by the reporting officer / Ist counter-signing officer is very lenient / reasonably accurate / strict / biased.
 The remarks underlined in red ink should be communicated.
 I have the following remarks to add.

Dated: _____

Name, Signature & Designation

PART-IV REMARKS OF THE SUBSEQUENT COUNTER-SIGNING OFFICER I.E. THE VICE-CHANCELLOR.

I consider that the assessment made by the reporting officer / 1st / 2nd counter-signing officer is very lenient / reasonably accurate / strict / biased.
 The remarks underlined in red ink should be communicated.
 I have the following remarks to add.

Dated: _____

Name, Signature & Designation

❖ Official Stamp and date of entry of receipt in register