



JAMIA HAMDARD
(DEEMED TO BE UNIVERSITY)
Accredited by NAAC in 'A' Category

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No.: Estab/LD/ 852

Date: 23/06/2022

CIRCULAR

In accordance of the UGC Regulations on minimum qualifications for appointment of teachers and other academic staff in universities and colleges and measures for the maintenance of standards in Higher Education, 2018, as adopted by Jamia Hamdard and as per recommendation of the Core Committee, constituted to look after/review the CAS cases, all teaching staff are hereby informed that:

- A. Submission of Annual Performance Assessment Report (APAR) will be mandatory for considering any CAS Application from Academic year 2021-22 onward.
- B. The teaching staff have to submit two copy of APAR every year (one Copy to IQAC Cell and another copy at Establishment Section for records) w.e.f. AY 2021-22 in soft and hard copies. The last date of submission of APAR will be October 31 each year.
- C. If the APAR is not submitted annually (AY 2021-22 onwards) by concerned teacher, his/her CAS Application for the said year and onwards, will not be processed.
- D. Annual increment of teaching staff may be put on hold in case of non-submission of APAR every year.

Issued with the approval of Competent Authority.


22/06/22
(Dr. Sarfaraz Ahsan)
Deputy Registrar

Copy to:

1. All Deans
2. All HODs
3. Director IQAC
4. Chairman, Website Committee – for inclusion in the JH website
5. AR/Sectt. to VC
6. PA to Registrar
7. Guard File