



**AKHIL BHARATIYA MARATHA SHIKSHAN PARISHAD'S
ANANTRAO PAWAR COLLEGE OF ARCHITECTURE**

S. No. 103, Shahu College Campus, Parvati, Pune - 411 009.

Tel.: 020-24219901, 24213301

Web.: <http://www.apcoapune.org> Email : abmspcoa@rediffmail.com



Approved by Council of Architecture, New Delhi & Govt. of Maharashtra, Affiliated to Savitribai Phule Pune University
Savitribai Phule Pune University Identification No. PU/PN/Arch/462/2014, DTE CODE :- 6837

Criteria No. : 6 Governance, Leadership and Management

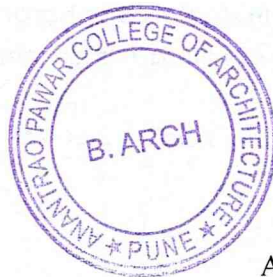
Key Indicator: 6.3.1: Faculty Empowerment Strategies

In the SSR, we have submitted details of performance appraisal system, effective welfare measures for teaching and nonteaching staff.

We are resubmitting the data to reclaim this key indicator because betterment in grade as we have submitted all measures taken by the institute.

So I request you to please consider the enclosed documents as per attached detailed index for enhancement of grade for the respective criteria.

Kindly consider our appeal favourably and do the needful.



Thanking You,

Principal,

Anantrao Pawar college of Architecture, Pune

Principal

Anantrao Pawar College of
Architecture, Parvati, Pune-9.

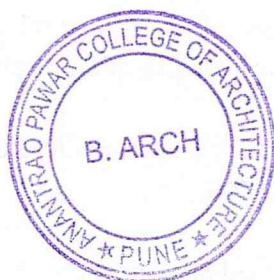
NAAC


Criterion 6 - Governance, Leadership and Management

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6.3.1 : Faculty Empowerment Strategies

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Principal
Anantrao Pawar College of
Architecture, Parvati, Pune-9.

NAAC

Criterion 6 Governance, Leadership and Management

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6.3.1: Effective Welfare Measures

Sr. No.	Document details	Page No.
1	Leave Benefit	





**AKHIL BHARATIYA MARATHA SHIKSHAN PARISHAD'S
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वास्तुशास्त्र महाविद्यालयाच्या रजेची नियमावली

Type of Leave	Teaching Staff		Non Teaching Staff
	Approved Staff	Adhoc Staff	
Casual Leave	15		12
Earned / Vacation Leave	As per University Norms	-----	-----
Medical Leave		-----	5
C.Off.	Full day working on Holiday		
Out Pass Record Sheet	Monthly 3 times of personal outdoor work is timing-		
	1.00pm to 2.30 pm		3.00 pm to 4.30 pm
On Duty	Compulsary Entry for pass out Register & to Entered alongwith document proof.		
Study Leave	Only for Faculty Registered for Ph.D --- Per semester 7 days paid leave		
** All above leaves to be pre approved & Sanction for 3 days advance. Along with Lecture / workload/ adjustment Application.			

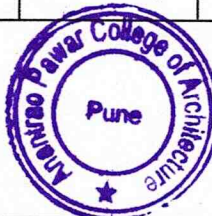
	ABMSP's ANANTRAO PAWAR COLLEGE OF ARCHITECTURE, PARVATI, PUNE.	
Administration Process Manual		

ADM / PR / 09	Leave and Attendance Management	
Rev.: 00 Date: 01-02-2021	Clause: 8.5.1.1	Page: 02 / 02



Sr. No	Activity	Responsibility	Stage Output
E	General Guidelines-		
	i. College time 08.00 am to 02.30 pm for Teaching Staff & 08.30 am to 04.00 pm for Non-Teaching staff. ii. Late mark – after 8.15 am for Teaching Staff and after 8.45 am for Non-Teaching Staff. iii. Three late marks = 1 CL or LWP iv. Half Day 08.30 am to 12.30 pm for Non-Teaching staff v. Half Day 12.30 pm to 04:00 pm for Non-Teaching staff.	Principal, Academic Coordinator and O.S	Notice
01	Mark late / Leave on signing muster for Teaching staff after 8.15 am for staff not coming / late for the day.	O.S and Jr. Clerk	Late Mark
02	Mark late / Leave on signing muster for Non-Teaching staff after 08:45 am for staff not coming / late for the day.	O.S and Jr. Clerk	Late Mark / Half Day
03	Verify the signatures and biometric attendance for a month. Biometric attendance will be treated as final.	O.S and Jr. Clerk	Attendance Record
04	Mark half day in attendance musters for the person coming late for Non-Teaching, planned leave to be sanctioned 3 days in advance by O.S. & Principal.	Jr. Clerk	Attendance Muster
05	Mark the leave / late coming information received by SMS / Social Media / mail / phone on attendance muster.	O.S and Jr. Clerk	Attendance Muster
06	Red mark for staff who have not signed.	Principal and Jr. Clerk	Attendance Muster

Output	Regularization of staff leaves / attendance, Ensuring college time process
---------------	--

Process Monitoring & Measurement					
Parameter	Indicator	Measurement Methodology	Frequency of Monitoring	Responsibility	Document Retention
On time completion of leave record	Day	Count no. of days delayed for finalization of leave record of all staff	Day to Day	O.S and Jr. Clerk	Attendance Muster
Accuracy of staff attendance record	Number	Count number of errors in staff attendance	Day to Day	O.S and Jr. Clerk	Attendance Muster



Issue No.: 01 Date: 01/02/2021	38	CONTROLLED COPY STAMP	MASTER COPY STAMP
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	ABMSP's ANANTRAO PAWAR COLLEGE OF ARCHITECTURE, PARVATI, PUNE.	
Administration Process Manual		

ADM / PR / 09	Leave and Attendance Management
Rev.: 00 Date: 01-02-2021	Clause: 8.5.1.1

Page: 01 / 02

Input	Leave availability, Staff requirement for leave, College time office guidelines
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Sr. No	Activity	Responsibility	Stage Output
A	Casual Leave		
01	Receive the leave note on leave card Offline from the staff who wants to avail leave. Also receive lectures adjustment form if the faculty wants to avail the leave for more than one day.	Principal, Academic Coordinator and O.S	Leave card and lectures adjustment form
02	On the filled form, get Sanction / Signature / Remark of O.S. & Principal.	Principal and OS	Leave Card
03	Get Sanction / appropriate remark by O.S. & Principal with signature.	Principal and OS,	Leave Card
04	Mark the sanctioned leave on muster and leave register.	Jr. Clerk	Staff muster, Leave Register
05	Casual Leave can be availed for maximum 2 days.	Academic Coordinator, Class Teacher	Staff muster, Leave Register
B	On - Duty		
01	Study Leave / On Duty leave will be sanctioned as per leave policy.	O.S., Academic Coordinator & Principal	Application
C	Happy Day Leave		
01	Happy Day Leave to all staff on Anniversary or Birthday (only one : applicable per year)	O.S., Academic Coordinator & Principal	Application
D	Attendance record updation		
01	Mark the leave on muster	Jr. Clerk	Staff muster, Leave Register
02	Mark the attendance of concern person as OD on attendance muster	Jr. Clerk	Staff muster
03	Applied leave can be sanctioned for a maximum 3 days only.	O.S and Jr. Clerk	Application
04	No leave will be sanctioned adjoining holidays or in between holidays, if so the entire period will be sanctioned as leave, if not sanctioned by Principal.	O.S., Academic Coordinator & Principal	Application
05	Special leave will be sanctioned with the approval of management and Principal.	O.S., Academic Coordinator & Principal	Application

Issue No.: 01 Date: 01/02/2021	37	CONTROLLED COPY STAMP	MASTER COPY STAMP
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Ref.No -APCOA/Off./ 306/2017-18

Date-04/08/2017

To,
General Secretary
ABMSP's
Parvati, Pune-09.

Sub- Happy day Leave from Management

Respected Mam,

All Teaching & Non teaching Staff have been proposed for "Happy day leave" for birthday & Marriage Anniversary day from Management .

So kindly give permission to grant "Happy day Leave" for all Teaching & Non teaching staff once in a year.

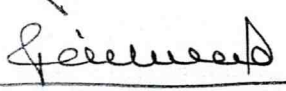
List of Teaching & Non teaching staff "Happy Day Leave" dates is enclosed herewith.

Thanking You

Yours Faithfully




Dr. Rajendra Koli
Principal
APCOA


Hon. Pramila B. Gaikwad
General Secretary
ABMSP'S

A. B. M. S. Parishad, Pune - 9	
Inward No.	209
Date	08/08/2017
File	



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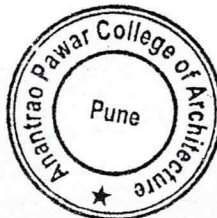




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Akhil Bhartiya Maratha shikshan parishad's Anantrao Pawar College of Architecture, Paravti , Pune-09.



















"Happy Day Leave "

Sr.No	List of Staff	Date of Birth	Date of marriage	Sign
1	Dr. Rajendra Koli	05/06/1967	07/08/1988	
2	Prof. Nishant Gawande	08/09/1981	14/01/2013	
3	Prof. Abhijit Bhagat	09/12/1981	—	
4	Prof. Shailaja Bhagwat	24/7/75	21/12/2000	
5	Prof. Almas Mirshikari	17/03/1984	—	
6	Prof. Archana More	28/11/87	20/3/2009	
7	Prof. Sharayu Mugdum	10/10/78	21/5/2003	
8	Prof. Varun Rana	21/12/1988	06/12/2015	
9	Prof. Shilpa Ingawale	16/12/1976	9/11/200	
10	Prof. Deepali Randhe	05/09/1990	—	
11	Prof. Vaishali Dandekar	3/11/1983	09/06/2008	
12	Prof. Anupama Sonpitale	25/12/1988	03/06/2015	
13	Nitin S. Jagtap	21/06/1990	—	
14	Komal Sagar Jadhav	4/8/1986	—	
15	Mrs. Smita N. Bankar	4/09/1989	24/05/2011	
16	Kiran K. Dhiwar	—	—	—
17	Vikas Darwatkar	29/08/1974	11/03/2003	
18	Mr. Rahul Subhash Devkar	09/10/1993	—	
19	Mr. Ajay Kakade	13/6/1989	—	



	ABMSP's ANANTRAO PAWAR COLLEGE OF ARCHITECTURE, PARVATI, PUNE.		
	Record No.: ADM /PR/ 0 Revision: 00	DoI: 03/01/2022	

Staff List
"Happy Day Leave"

Sr No.	List Of Staff	Date Of Birth	Date Of Marriage	Sign
1	Dr. Rajendra Koli	05/06/1967	07/08/1982	
2	Prof. Sunilkumar Bhosale	14/04/1972	11/05/2004	
3	Prof. Shailaja Bhagwat	24/07/1975	21/12/2000	
4	Prof. Shilpa Ingawale	16/12/1976	09/11/2000	
5	Dr. Almas Mirshikari	17/03/1984	28/02/2021	
6	Prof. Vikram Shah	30/05/1985	25/05/2014	
7	Prof. Vaishali Dandekar	03/11/1983	09/06/2008	
8	Prof. Vaibhav Ghodake	14/09/1987	17/08/2018	
9	Prof. Sandip Mehetre	01/01/1985	-	
10	Dr. Nupur Mistry	22/02/1988	20/07/2011	
11	Prof. Rutuja Shinde	07/07/1986	18/11/2010	
12	Prof. Vishakha Paygude	01/02/1995	30/12/2020	
13	Prof. Shivani Khore	12/03/1996	-	
14	Prof. Toufik Bagwan	23/08/1986	18/05/2014	
15	Mr. Navnath Kshirsagar	01/06/1979	07/05/2007	
16	Dr. Archana Ladkat	28/11/1987	20/03/2009	
17	MS.Shivani Satpute	25/08/1998	-	
18	Mrs. Smita Bankar	04/09/1989	24/05/2011	
19	Ms. Ashwini Maral	04/10/1989	02/05/2018	
20	Mr. Ajay Kakade	13/06/1989	09/02/2019	
21	Mr. Vijay Randhave	17/05/1999	-	
22	Mr. Avinash Shinde	22/08/1992	27/05/2013	
23	Mrs. Sonali Suvarnakar	11/03/1990	04/06/2009	




Principal
 Anantrao Pawar College of
 Architecture, Parvati, Pune-9

NAAC

Criterion 6 Governance, Leadership and Management

Contents

6.3.1: Effective Welfare Measures

Sr. No.	Document details	Page No.
2	Staff Group Insurance	



द्वि ओरिएण्टल इन्श्योरेंस कम्पनी लिमिटेड

पंजीकृत एवं मुख्य कार्यालय : ए-25/27, आसफ अली रोड, नई दिल्ली - 110 002
वेबसाइट http://www.orientalinsurance.org.in देखें

कृपया अपनी पत्राचार पॉलिसी जारी कर्ता कार्यालय से करें।



THE ORIENTAL INSURANCE COMPANY LIMITED

Regd. & Head Office : A-25/27, Asaf Ali Road, New Delhi-110 002.

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Address all communication to Policy Issuing Office

GPA - NAMED POLICY SCHEDULE

IRDA/NL-HLT/OIC/P-PV.1/457/13-14

Policy No. : 161890/48/2019/123 Prev.Policy No. : -
Cover Note No. : - Cover Note Date : -
Insured's Code : 86281878 Issue Office code : 161890
Insured's Name : AKHIL BHARATIYA MARATHA
SHIKSHAN PARISHAD'S ANANTRAO
PAWAR COLLEGE OF
ARCHITECTURE (GSTIN: 0)
Issue Office Name : BC - BHOSARI, PUNE (GSTIN:
27AAACT0627R4ZW)
Address : SNO. 103, SHAHU COLLEGE
CAMPUS, PARVATI, PUNE - 411009
Address : Shop No.3, Pasaydan Building, Near
Saidham Hospital
Landewadi, BHOSARI,
Pune - 411039
PUNE MAHARASHTRA 411039
Tel. /Fax /Email : / / 0 / abmspcoa@rediffmail.com Tel. /Fax /Email : 020-27127444 / 9555930525 / /
saurabh.gupta@orientalinsurance.co.in /
161890@orientalinsurance.co.in

Agent/Broker Details

Dev.Off.Code : NA0000007640 DIRECT
Agent/Broker : BA0000119602 VISHWEKAR SHIVSHANKAR
Address : KALE COLONY 1151 NEAR GODOWN,PUNE,MAHARASHTRA,412105
Tel/Fax/Email : 9922449118//ssv248445@yahoo.com

Period of Insurance : FROM 12:00 ON 25/04/2018 TO MIDNIGHT OF 24/04/2019

Collection No & Dt : CHQ 8908000222 - 25/04/2018 GST INVOICE NO :271710489385 UIN :0

Gross Premium : 6,839 GST : 1232 Stamp Duty : 50 Total : 8,071

Co-insurance Details : NIL

Number of persons covered : 19
Total Sum Insured : 5700000
AOA Limit : 300000

Details of Insured Persons :

No.	Emp No./ ID No.	Name	Age	Sex	Section/Cover	Sum Insured	Additional Covers
1	1	DR. RAJENDRA BHANGARI KOLI	50	M	Table of benefits III	3,00,000	
2	2	PROF. SHAILAJA ARJUN BHAGWAT	42	F	Table of benefits III	3,00,000	
3	3	PROF. ALAMAS	34	M	Table of benefits III	3,00,000	F

Place : PUNE

Date : 25/04/2018



IRDA-REGNO-556

For and on behalf of
The Oriental Insurance Company Limited

This is an electronically generated document. Consolidated Stamp Duty Paid Vnde Certificate
Policy document duly stamped will be sent by post.

In case of any query regarding the Policy please contact
Free No. 1800 11 8485 and 011 33208485
and the Stamp Duty under this Policy is Rs. 501.00

CIN: U66010DL1947GOI007158 All the Amounts mentioned in this policy are in Indian Rupee

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Atul Sahai
General Manager
Authorised Signatory



Page 1 of 3



3		KADAR MIRSHIKARI			3,00,000
4	4	PROF. SHARAYU AMOL MAGDUM	39 M	Table of benefits III	3,00,000
					3,00,000
5	5	PROF. VARUN MAHESH RANA	29 M	Table of benefits III	3,00,000
					3,00,000
6	6	PROF. SHILPA ANAND INGAWALE	41 F	Table of benefits III	3,00,000
					3,00,000
7	7	PROF. VAISHALI KALPESH DANDEKAR	35 F	Table of benefits III	3,00,000
					3,00,000
8	8	PROF. DEEPALI SHREERAM RANDHE	28 F	Table of benefits III	3,00,000
					3,00,000
9	9	PROF. ANUPAMA BHIMRAJI SONPITALE	29 F	Table of benefits III	3,00,000
					3,00,000
10	10	PROF. AKASH MAHALE	34 M	Table of benefits III	3,00,000
					3,00,000
11	11	PROF. PRASHANT PATIL	28 M	Table of benefits III	3,00,000
					3,00,000
	12	PROF. GAURAV VINCHU	28 M	Table of benefits III	3,00,000
					3,00,000
13	13	MRS. ARCHANA NILESH LADKAT	30 F	Table of benefits III	3,00,000
					3,00,000
14	14	MR. KAMLAKEAR BUVASAHEB SHINDE	37 M	Table of benefits III	3,00,000
					3,00,000
15	15	MS. KOMAL SAGAR JADHAV	32 F	Table of benefits III	3,00,000
					3,00,000
16	16	MRS. SMITA NILESH BANKAR	29 F	Table of benefits III Table of benefits II	2,00,000 1,00,000
					3,00,000
17	17	MR. VIKAS KISAN DARWATKAR	43 M	Table of benefits III	3,00,000
					3,00,000
18	18	MR. RAHUL SUBHASH DEVKAR	24 M	Table of benefits III Table of benefits II	2,00,000 1,00,000
					3,00,000
19	19	MR. SJAY TANAJI KAKADE	28 M	Table of benefits III Table of benefits II	1,00,000 2,00,000
					3,00,000

F

Ajay

Place : PUNE

Date : 25/04/2018



IRDA-REGNO. 556

For and on behalf of
 The Oriental Insurance Company Limited

This is an electronically generated document (Policy Schedule) The
 Policy document duly stamped will be sent by post.

In case of any query regarding the Policy please call Toll
 Free No. 1800 11 8485 and 011 33208485.

CIN: U66010DL1947GOI007158 All the Amounts mentioned in this policy are in Indian Rupee

IRDA Regn. No. 556 - Now you can buy and renew selected policies online at www.orientalinsurance.org.in



Atul Sahai

Atul Sahai
 General Manager
 Authorised Signatory



Page 2 of 5

ओरिएण्टल इन्श्योरेंस कम्पनी लिमिटेड

जीकृत एवं मुख्य कार्यालय : ए-25/27, आसफ अली रोड, नई दिल्ली - 110 002
वेबसाइट <http://www.orientalinsurance.org.in> देखें
आपका पत्राचार केन्द्र : 161890/48/2019/123



THE ORIENTAL INSURANCE COMPANY LIMITED

Regd. & Head Office : A-25/27, Asaf Ali Road, New Delhi-110 002.
Visit us at <http://www.orientalinsurance.org.in>
Address all communication to Policy Issuing Office

DHANRAJ PRINTERS : 500 Nos x 1 ppls. 04/2017

Additional Details of Insured Persons

Sr.No.	Name	Occupation	Pre-existing Disabilities	Risk Group	Assignee Name	Share %
--------	------	------------	---------------------------	------------	---------------	---------

Total Sum Insured in words : Indian Rupees Fifty-Seven Lakhs Only
Total Premium in words : Indian Rupees Eight Thousand Seventy-One Only

Term of Insurance: As per the Clauses written hereunder and/or attached herewith
In case of any single accident, the liability under this policy shall be restricted to the AOA Limit specified in the Schedule.
In the event of a claim under the policy exceeding Rs. 1 lac or a claim for refund of premium exceeding Rs. 1 lac, the insured will comply with the provisions of the AML policy of the Company. The AML policy is available in all our operating offices as well as Company's website.

Excess : NIL

The insurance under this policy is subject to conditions, clauses, warranties, endorsements as per forms attached.

Warranted that in case of dishonour of premium cheque(s) the Company shall not be liable under the policy and the policy shall be void abinitio (from inception).

In witness whereof the undersigned being authorised by and on behalf of the Company has/have herein to set his/her hands at BC - BHOSARI, PUNE (GSTIN: 27AACT0627R4ZW) on 25TH DAY OF APRIL 2018

Entered By : SAURABH GUPTA

Examined By : MR. BANSODE SHAHSHIKANT P

Policy Printed By : P10_DEMO

Policy Printed On : 25-APR-18 15:39:23

IP :

MAC :

For and on behalf of
The Oriental Insurance Company Limited

Atul Sahai
General Manager
Authorised Signatory



Place : PUNE
Date : 25/04/2018



IRDA-REGNO-556

This is an electronically generated document (Policy Schedule). The Policy document duly stamped will be sent by post.

In case of any query regarding the Policy please call Toll Free No. 1800 11 8485 and 011 33208485.

CIN: U66010DL1947GOI007158 All the Amounts mentioned in this policy are in Indian Rupee

IRDA Regn. No. 556 - Now you can buy and renew selected policies online at www.orientalinsurance.org.in

For and on behalf of
The Oriental Insurance Company Limited

Atul Sahai
General Manager
Authorised Signatory



Page 3 of 5

ओरिएण्टल इश्योरन्स कम्पनी लिमिटेड

जीकृत एवं मुख्य कार्यालय : ए-25/27, आसफ अली रोड, नई दिल्ली - 110 002
वेबसाइट http://www.orientalinsurance.org.in देखें

Attached to and forming part of policy number 161899/48/2019/123



THE ORIENTAL INSURANCE COMPANY LIMITED

Regd. & Head Office : A-25/27, Asaf Ali Road, New Delhi-110 002.

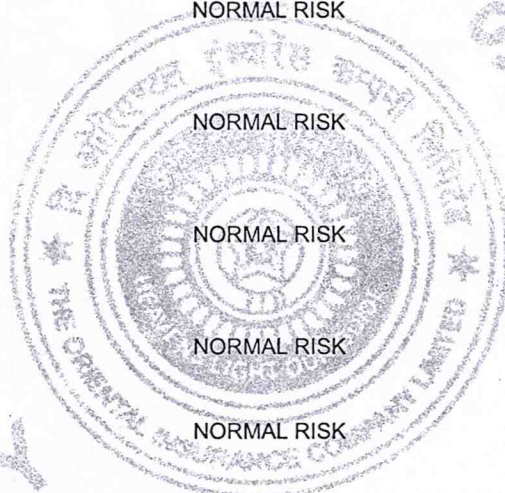
Visit us at http://www.orientalinsurance.org.in

Address all communication to Policy Issuing Office

DHANRAJ PRINTERS : 500 Nos x 1 pkts. 04/2017

Relationship

1	DR. RAJENDRA BHANGARI KOLI	SERVICE	NORMAL RISK
2	PROF. SHAILAJA ARJUN BHAGWAT	SERVICE	NORMAL RISK
3	PROF. ALAMAS KADAR MIRSHIKARI	SERVICE	NORMAL RISK
4	PROF. SHARAYU AMOL MAGDUM	SERVICE	NORMAL RISK
5	PROF. VARUN MAHESH RANA	SERVICE	NORMAL RISK
6	PROF. SHILPA ANAND INGAWALE	SERVICE	NORMAL RISK
7	PROF. VAISHALI KALPESH DANDEKAR	SERVICE	NORMAL RISK
8	PROF. DEEPA SHREERAM RANDHE	SERVICE	NORMAL RISK
9	PROF. ANUPAMA BHIMRAJI SONPITALE	SERVICE	NORMAL RISK
10	PROF. AKASH MAHALE	SERVICE	NORMAL RISK
11	PROF. PRASHANT PATIL	SERVICE	NORMAL RISK
12	PROF. GAURAV VINCHU	SERVICE	NORMAL RISK
13	MRS. ARCHANA NILESH	SERVICE	NORMAL RISK



Place : PUNE

Date : 25/04/2018



IRDA-REGNO-556

For and on behalf of
The Oriental Insurance Company Limited

This is an electronically generated document (Policy Schedule)
Policy document duly stamped will be sent by post.

In case of any query regarding the Policy please call Toll
Free No. 1800 11 8485 and 011 33208485.

CIN: U66010DL1947GOI007158 All the Amounts mentioned in this policy are in Indian Rupee

IRDA Regn. No. 556 - Now you can buy and renew selected policies online at www.orientalinsurance.org.in



Atul Sahai
General Manager
Authorised Signatory



Page 4 of 5

ओरिएण्टल इश्योरेंस कम्पनी लिमिटेड

जीकृत एवं मुख्य कार्यालय : ए-25/27, आसफ अली रोड, नई दिल्ली - 110 002
वेबसाइट <http://www.orientalinsurance.org.in> देखें



THE ORIENTAL INSURANCE COMPANY LIMITED

Regd. & Head Office : A-25/27, Asaf Ali Road, New Delhi-110 002.
Visit us at <http://www.orientalinsurance.org.in>

Address all communication to Policy Issuing Office

Attached to and forming part of policy number 161890/48/2019/423

DHANRAJ PRINTERS : 500 Nos x 1 pkts. 04/2017

13	LADKAT		
14	MR. SERVICE		NORMAL RISK
	KAMLA KAR		
	BUVASAHEB		
	SHINDE		
15	MS. KOMAL SERVICE		NORMAL RISK
	SAGAR		
	JADHAV		
16	MRS. SMITA SERVICE		NORMAL RISK
	NILESH		
	BANKAR		
17	MR. VIKAS SERVICE		NORMAL RISK
	KISAN		
	DARWATKAR		
18	MR. RAHUL SERVICE		NORMAL RISK
	SUBHASH		
	DEVKAR		
19	MR. SJAY SERVICE		NORMAL RISK
	TANAJI		
	KAKADE		



SCHEDULE

Place : PUNE

Date : 25/04/2018



IRDA-REGNO-556

For and on behalf of
The Oriental Insurance Company Limited

This is an electronically generated document (Policy Schedule) This
Policy document duly stamped will be sent by post.

In case of any query regarding the Policy please call Toll
Free No. 1800 11 8485 and 011 33208485.



Atul Sahai

Atul Sahai
General Manager
Authorised Signatory



CIN: U66010DL1947GOI007158 All the Amounts mentioned in the Policy are in Indian Rupee

Page 5 of 5

IRDA Regn. No. 556 - Now you can buy and renew selected policies online at www.orientalinsurance.org.in

ओरिएण्टल इश्योरेन्स कम्पनी लिमिटेड

निकृत एवं मुख्य कार्यालय : ए-25/27, आसफ अली रोड, नई दिल्ली - 110 002
वेबसाईट <http://www.orientalinsurance.org.in> देखें

कृपया अपनी पत्राचार पॉलिसी जारी कर्ता कार्यालय से करें ।



THE ORIENTAL INSURANCE COMPANY LIMITED

Regd. & Head Office : A-25/27, Asaf Ali Road, New Delhi-110 002.

Visit us at <http://www.orientalinsurance.org.in>

Address all communication to Policy Issuing Office

DHANRAJ PRINTERS : 500 Nos x 1 pkts. 04/2017

The Oriental Insurance Company Ltd.

BC - BHOSARI, PUNE Shop No.3, Pasaydan Building, Near Saidham Hospital , Landewadi, BHOSARI, , Pune - 411039 , PUNE , 411039

GST NO : 27AAACT0627R4ZW

RECEIPT

Policy Code & Name	: 161890 - BC - BHOSARI, PUNE	Bank Code	: 9100(C-161890-01)											
Policy No.	: 51-01/8908000222	Posted Doc No.	: 8908000222											
Policy Date	: 25/04/2018 15:38	Posted Doc Dt.	: 25/04/2018											
Received with thanks From Sh./Smt./ M/s.	AKHIL BHARATIYA MARATHA SHIKSHAN PARISHAD'S ANANTRAO PAWAR COLLEGE OF ARCHITECTURE													
Sum	Indian Rupees Eight Thousand Seventy-One Only													
Pays for the following	Premium collections													
Dept. Code	Policy No.	Policy Status	End/Ren/Dec/Claim No.	Dev. Off. Code	Source Code	Amount Collected	C/D	GL Code	SL Code	Pay Mode	Bank Name	Bank Branch	Instrument No.	Instr. Dt./CC Exp. Dt.
48	2019/123	New Policy		NA0000007640	BA000019602	8,071.00	C	5083	AA0000000001	CHQ	AXIS BANK LTD	PUNE	328893	23/04/2018
Total						8,071.00								
T	: Rs. 1232													
T NO Of Insured	: 0													
Policy Type / Zone	: GPA -NAMED													

FOR THE THE ORIENTAL INSURANCE COMPANY LTD

Cashier



U66010DL1947GOI007158 IRDA Regn. No. 556 - All the amounts mentioned in this report are in Indian Rupees



AKHIL BHARATIYA MARATHA SHIKSHAN PARISHAD'S
ANANTRAO PAWAR COLLEGE OF ARCHITECTURE

S. No. 103, Shahu College Campus, Parvati, Pune - 411 009.

Tel.: 020-24219901, 24213301

Web.: <http://www.apcoapune.org> Email : abmspcoa@rediffmail.com



Approved by Council of Architecture, New Delhi & Govt. of Maharashtra, Affiliated to Savitribai Phule Pune University
Savitribai Phule Pune University Identification No. PU/PN/Arch/462/2014, DTE CODE :- 6837

Ref. No. : APCOA/ PO/ 961 /2018

Date : 23/04/2018

To,
Shivshankar Vishwekar.
Zonal Managers Member,
The Oriental Insurance Company LTD.

Sub: Purchase Order for Group Insurance Policy

Ref: Your mail dated 23.04.2018

Sir,

With reference to your mail and discussion with our officials we are please to place a purchase order for making group insurance of 19 people with total premium of Rs 8071/-.(Rs. Eight Thousand and Seventy One Only.) And the list of that 19 people is attached as per your requirement.

Mrs. Pramila B. Gaikwad

General Secretary
A.B.M.S. Parishad

Dr. Rajendra B. Koli.

Principal
APCOA

*cheque Received,
Vishwekar*





AKHIL BHARATIYA MARATHA SHIKSHAN PARISHAD'S
ANANTRAO PAWAR COLLEGE OF ARCHITECTURE

S. No. 103, Shahu College Campus, Parvati, Pune - 411009.

Tel.: 020-24219901, 020-24213301

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Email: abmspcoa@rediffmail.com



Approved by Council of Architecture, New Delhi & Govt. of Maharashtra, Affiliated to Savitribai Phule Pune University
Savitribai Phule Pune University Identification No. PU/PN/Arch/462/2014, DTE CODE :- 6837

Ref. No. : APCOA/Off./ 45 /2018

Date: 21/04/2018

To,
General Secretary,
Akhil Bhartiya Maratha Shikshan Parishad
Parvati, Pune - 09.

Sub :- Requirement For group insurance of staff for COA Committee
Respected Madam,

We are required to make group insurance policy for the fulfillment of COA Committee report. For that we have discussed with Mr. Shivshankar Vishwekar for group insurance of all staff (Total 19). And for that we require Rs. 8071/- for making group insurance of 19 people. So please give permission for the same.

Mrs. Pramila B. Gaikwad

General Secretary
A.B.M.S. Parishad



Dr. Rajendra B. Koli.

Principal
APCOA

A.B.M.S. Parishad, Pune- 9	
hward No.	40
Date	23/04/2018
File	

ABMSP'S ANANTRAO PAWAR COLLEGE OF ARCHITECTURE, PARVATI, PUNE-09.

staff List .

Sr. No	Name of Staff	Post	Date of Birth	Groass Salary	Sum Assured	Cover age	Medical Extensio n Req.
1	Dr.Rajendra Bhangari Koli	Principal	06-05-67	135,000.00	300000	Table No.3	No
2	Prof.Shailaja Arjun Bhagwat	Professor	24-07-75	50,160.00	300000	Table No.3	No
3	Prof.Alamas Kadar Mirshikari	Associate Professor	17-03-84	50,160.00	300000	Table No.3	No
4	Prof.Sharayu Amol Magdum	Associate Professor	10-10-78	48,000.00	300000	Table No.3	No
5	Prof.Varun Mahesh Rana	Associate Professor	21-12-88	43,800.00	300000	Table No.3	No
6	Prof.Shilpa Anand Ingawale	Associate Professor	16-12-76	43,800.00	300000	Table No.3	No
7	Prof.Vaishali Kalpesh Dandekar	Assistant Professor	11-03-83	41,400.00	300000	Table No.3	No
8	Prof.Deepali Shreeram Randhe	Assistant Professor	09-05-89	34,400.00	300000	Table No.3	No
9	Prof.Anupama Bhimraoji Sonpitale	Assistant Professor	25-12-88	34,400.00	300000	Table No.3	No
10	Prof.Akash Mahale	Assistant Professor	06-04-84	40,000.00	300000	Table No.3	No
11	Prof.Prashant Patil	Assistant Professor	09-10-89	40,000.00	300000	Table No.3	No
12	Prof.Gaurav Vinchu	Assistant Professor	09-07-89	40,000.00	300000	Table No.3	No
13	Mrs.Archana Nilesh Ladkat	Librarian	02-07-87	50,160.00	300000	Table No.3	No
14	Mr.Kamlakar Buvasaheb Shinde	office suprintendent	03-10-80	23,000.00	300000	Table No.3	No
15	Ms.Komal Sagar Jadhav	Accountant	07-04-86	12,800.00	300000	Table No.3	No
16	Mrs.Smita Nilesh Bankar	Clerk	09-04-89	1,100.00	300000	Table No.3	No
17	Mr.Vikas Kisan Darwatkar	workshop technician	29-08-74	12,650.00	300000	Table No.3	No
18	Mr.Rahul Subhash Devkar	Peon	10-05-93	10,700.00	300000	Table No.3	No
19	Mr.Ajay Tanaji Kakade	Peon	13-06-89	8,050.00	300000	Table No.3	No



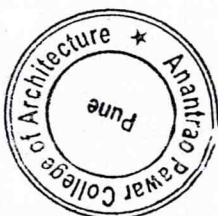
ABMSP'S ANANTRAO PAWAR COLLEGE OF ARCHITECTURE, PARVATI, PUNE-09.

Teaching staff List for Address & Mo.No.

Sr.No	Name of Staff	Date of Birth
1	Dr.Rajendra Bhangari Koli	5/6/1967
2	Prof.Shailaja Arjun Bhagwat	24/07/1975
3	Prof.Alamas Kadar Mirshikari	17/03/1984
4	Prof.Sharayu Amol Magdum	10/10/1978
5	Prof.Varun Mahesh Rana	21/12/1988
6	Prof.Shilpa Anand Ingawale	16/12/1976
7	Prof.Vaishali Kalpesh Dandekar	3/11/1983
8	Prof.Deepali Shreeram Randhe	5/9/1989
9	Prof.Anupama Bhimraoji Sonpitale	25/12/1988
10	Prof.Akash Mahale	4/6/1984
11	Prof.Prashant Patil	10/9/1989
12	Prof.Gaurav Vinchu	7/9/1989
13	Mrs.Archana Nilesh Ladkat	7/2/1987

Non Teaching staff List for Address & Mo.No.

Sr.No	Name of Staff	Date of Birth
1	Mr.Kamlakar Buvasaheb Shinde	10/3/1980
2	Ms.Komal Sagar Jadhav	4/7/1986
3	Mrs.Smita Nilesh Bankar	4/9/1989
4	Mr.Vikas Kisan Darwatkar	29/08/1974
5	Mr.Rahul Subhash Devkar	5/10/1993
6	Mr.Ajay Tanaji Kakade	13/06/1989



Principal

Anant Rao Pawar College of
Architecture Parvati, Pune-9

rediffmail

Mailbox of abmspcoa

Subject: Re: Group Insurance for our employee

From: Shivshankar Vishwekar <ssv248445@yahoo.com> on Mon, 23 Apr 2018 12:45:09

To: ABMSPCOA PARVATI PUNE <abmspcoa@rediffmail.com>

Dear Sir ,
as per your Group PA policy requirement for staff.

Quotation

Premium per head	450/-
Total premium for 19 persons	8550/-
Discount @20%	1710/-
Net premium	6840/-
Add GST @18%	1231/-
Total Premium	8071/-

you can add Optional Medical Expense facility with additional 10% or 20% additional premium.

please give list as following format with collage letter on letter head along with cheque.

SR NO NAME DESIGNATION DOB GROSS MONTHLY INCOME SUM ASSURED COVERAGE MEDICAL EXTENSION REQ.

Thanks & Regards,
S S Vishwekar
Zonal Managers Club Member
LIC of India & The Oriental Insurance co. Ltd.
Mobile 9922449118
Email ssv248445@yahoo.com

On Friday, 20 April 2018, 10:11:38 pm GMT-7, ABMSPCOA PARVATI PUNE <abmspcoa@rediffmail.com>
Note:

Sir,
Please give us quotation for group Insurance for one year period for Rs.3 lac each for our employee.
See the attachment file

Thanking you

Principal
APCOA, Pune
Phn no .020-24219901



Parvati, Pune-09	
Inward No.	1445
Date	21/4/18
Receiver's Name & Signature	Smile B
Remark	Sm 23/4/18
Principal	

NAAC

Criterion 6 Governance, Leadership and Management

Contents

6.3.1: Effective Welfare Measures

Sr. No.	Document details	Page No.
3	Contribution in College Uniform	





AKHIL BHARTIYA MARATHA SHIKSHAN PARISHAD'S
ANANTRAO PAWAR COLLEGE OF ARCHITECTURE

S. No.103, Shahu College Road, Parvati, Pune - 411009.

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Web.: <http://www.apcoapune.org> Email : abmspcoa@rediffmail.com,

Approved by council of Architecture, New Delhi & Govt. Of Maharashtra , Affiliated to University of Pune
University of Pune Identification No.:PU/PN/Arch/462/2014 DTE CODE: 6837

जावक क्र. : APCOA/Off./ 680 /२०१९

दि. २४ / ०५ / २०१९

प्रति,
मा.सरचिटणीस
अखिल भारतीय मराठा शिक्षण परिषद
पर्वती, पुणे - ९.

विषय- श्री.कुणाल जावळकर यांच्या गणवेशाबाबत...

महोदया,

उपरोक्त विषयास अनुसरुन आर्किटेक्चर महाविद्यालयामध्ये श्री.कुणाल जावळकर हे शिपाई पदावर दि.२०/०५/२०१९ पासुन रुजू झाले आहे. त्यांना गणवेश खरेदी करण्यासाठी मे.स्टाय क्लॉथ, पुणे यांच्या दरपत्रकानुसार प्रति गणवेशाचा दर १३००/- रु. आहे.

तरी मे.स्टाय क्लॉथ यांच्याकडुन एकुण दोन गणवेश रु.२,६००/- (दोन हजार सहाशे रु.) खरेदी करण्यास आपली परवानगी मिळावी ही नम्र विनंती.

कळावे,

आपला विश्वासू

for, *Aravind*
28/5/19

डॉ.राजेंद्र कोळी
प्राचार्य



Pratima Gayakwad

सौ.प्रमिला गायकवाड
सरचिटणीस
अ.भा.म.शि परिषद

सोबत- मे.स्टाय क्लॉथ यांचे दरपत्रक.

A.B.M.S. Parishad, Pune-9

Inward No. 101

Date 28/05/19

File

Sty Cloth

SUITING, SHIRTING AND OTHER
CLOTH MATERIAL SUPPLIERS

6/47 MAHARSHINAGAR, PUNE - 411037.

M/s. Anant Rao Pawar College of Architecture
Pune

PH.NO.:- (020) 24275827.

BILL

No. 153

Date : 11/06/2019

Sr. No.	Particulars	Meters.	Qty.	Rate	Amount Rs. Ps.
1)	PANT + SHIRT (CLOTH + STICHING + LOGO)		02 nos	1300/-	2600 --00
<div style="border: 1px solid black; padding: 5px; margin: 10px 0;">GSTIN:27AAOPC0617P1ZH</div> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;">The above bill is registered under composition Bill.</div> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;">Inward No. _____ Date _____ Receipt & Signature _____ Remarks _____ Principal _____</div>					
				Total	2600/-

NOTE :
Goods once sold will not be taken back.
E.&O.E.

For : Sty Cloth

H. M.
Proprietor

अ.भा.म.शि परिषद

सोबत- मे.स्टाय क्लॉथ यांचे दरपत्रक.

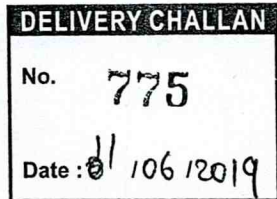


A.B.M.S. Parishad, Pune-9

Inward No. 101

Date 28/05/17

File



il.com,
ty of Pune

599

[illegible]

पदावर

यांच्या

करण्यास

NOTE :
Goods once sold will not be taken back.

For **STY CLOTH MEN'S WEAR**

E. & O. E.

H.R. Chavan
Proprietor

अ.भा.म.शि परिषद

सोबत- मे.स्टाय क्लॉथ यांचे दरपत्रक.

A.B.M.S. Parishad, Pune-9

Inward No. 109.....

Date... 28/05/17

File.....



अखिल भारतीय मराठा शिक्षण परिषदेचे
अनंतराव पवार कॉलेज ऑफ आर्किटेक्चर
सर्व्हे नं. १०३, पर्वती रमणा, पुणे - ९.

दिनांक :- ७ / ०८ / २०१७

विषय-प्राध्यापक प्रशिक्षण कार्यक्रमाच्या नियमावलीबाबत...



**AKHIL BHARATIYA MARATHA SHIKSHAN PARISHAD'S
ANANTRAO PAWAR COLLEGE OF ARCHITECTURE, PARVATI, PUNE**

S. No.103, Shahu College Road, Parvati, Pune - 411009

Tel.: 020-24218901/8959 Tele Fax : 020-24213929

Web.: <http://www.apcoaapune.com>

Email : abmspcoa@rediffmail.com

Approved by Council of Architecture, New Delhi & Govt. of Maharashtra, Affiliated to University of Pune
University of Pune Identification No.: PU/PN/Arch/445/2014 DTE CODE : 6837

जावक क्र. : APCOA/Off./ 334 /२०१७

दि. ०६ /०६ /२०१७

प्रति,
मा.सरचिटणीस
अखिल भारतीय मराठा शिक्षण परिषद
पर्वती, पुणे - ९.

.विषय-प्राध्यापक प्रशिक्षण कार्यक्रमांच्या नियमावलीबाबत...

महोदया,

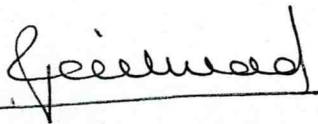
उपरोक्त विषयांस अनुसरून आमच्या अनंतराव पवार कॉलेज ऑफ आर्किटेक्चर,पुणे महाविद्यालयातील प्राध्यापकांना हिवाळी / उन्हाळी प्रशिक्षण वर्ग, सेमिनार,परिषद व कार्यशाळा इ.कौन्सील ऑफ आर्किटेक्चर नवी दिल्ली व सावित्रीबाई फुले पुणे विद्यापीठ यांच्याकडून बंधनकारक आहे.तरी त्यासाठी विद्यापीठ मान्यताप्राप्त प्राध्यापक व संस्था मान्यताप्राप्त प्राध्यापक यांच्याकरीता सोबतची नियमावली तयार केली आहे.

तरी त्याची मंजूरी देणेविषयी नम्र विनंती.

आपल्या माहितीस व पुढील कार्यवाहीस सविनय सादर

कळावे,

आपला विश्वासू



सौ.प्रमिला गायकवाड
मा.सरचिटणीस
अखिल भारतीय मराठा शिक्षण परिषद




डॉ.राजेंद्र कोळी
प्राचार्य

सोबत-१. नियमावली

२. प्राध्यापकांची नावे व स्वाक्षरी

A.B.M.S. Parishad, Pune- 9	
Inward No...	3. ४. ६
Date...	०९/०६/२०१७
File...	

ANANTRAO PAWAR COLLEGE OF ARCHITECTURE

Parvati Pune.

FACULTY DEVELOPMENT PROGRAMME

Policies and Guidelines for Attending of Seminars/Workshops/Conferences

Following are the Policies and Guidelines regarding attending of Conference/Workshops/Seminars, Paper Presentation and Research Work:-

A) CORE FACULTY:- (UGC Approved)

- 1) For **local level** Registration charges of the seminar/conference up to 2000/- for 2days, and Rs 5000/- for 5 days.
- 2) For **Outstation** Registration charges of the seminar/conference up to Rs 4000/- including TA,DA for 3 days and Rs 7500/- for 5 days working.
- 3) If Research paper has been accepted and call for presentation then 50% Registration charges and 50% TA expenses (3-Tiers AC) will be Paid (Outstation)

B) JUNIOR FACULTY:- (Advoc)


- 1) For **local level** Registration charges of the seminar/conference upto 50% be paid (Max limit Rs 2500/-).
- 2) For **Outstation** Registration charges of the seminar/conference up to 50% Registration Fee and 50% TA will be paid (Max Rs 5000/-)
- 3) Research Paper **Outstation** accepted for presentation for which 50% charges of Registration and Travelling will be paid (Max Rs 7000/-)

C) INTERNATIONAL CONFERENCE:-

- 1) For International conference if paper accepted by conference/Journal and calls for Presentation then Max Rs 20,000/- will be granted for Core as well as ADHO faculties.

Note:-

- (1) After attending of seminar, lecture at study circle to be presented to all faculty and students along with Report of seminar/conferences with Photographs attached.
- (2) Priority will be given for Workshop/Conference/Seminar for longer duration in summer/Winter vacation.
- (3) The sanction of Funds will be in rotation to give opportunity to everyone.



Dr. R.B.Koli

(PRINCIPAL)

21/01/17

ANANTRAO PAWAR COLLEGE OF ARCHITECTURE

Parvati Pune.

APPLICATION FORM

(Conference/workshop/seminars)

Name:- -----

Designation:- -----

Seminar/Workshop/conference/Research work:- -----

Address:- -----

Date:- ----- till -----

Duration:- -----

Registration Charges:- -----

Reason for Attending: - -----

Recommended by: - -----

Signature of Applicant: - -----

Date: - -----

Signature of the Principal

(Along with college stamp)

Official Use only

Sanction Amount:- -----

No.of Days on duty leave from:- -----to-----

Date:- -----

AKHIL BHARATIYA MARATHA SHIKSHAN PARISHAD'S
ANANTRAO PAWAR COLLEGE OF ARCHITECTURE, PARVATI, PUNE

S. No.103, Shahu College Road, Parvati, Pune - 411009

Tel.: 020-24218901/8959 Tele Fax : 020-24213929

Web.: <http://www.apcoapune.com>

Email : abmspcoa@rediffmail.com

Approved by Council of Architecture, New Delhi & Govt. of Maharashtra, Affiliated to University of Pune
University of Pune Identification No.: PU/PN/Arch/445/2014 DTE CODE : 6837

जावक क्र. : APCOA/Off./ 335 / 2017

दि. 05/02/2017

प्रति,
मा.सरचिटणीस
अखिल भारतीय मराठा शिक्षण परिषद
पर्वती, पुणे - ९.

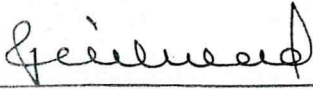
विषय- वास्तुशास्त्र महाविद्यालयात Principal Fund नियमावली सुरु करणे व त्याकरीता बँक खाते उघडणेबाबत...

महोदया,

उपरोक्त विषयांस अनुसरून आमच्या अनंतराव पवार कॉलेज ऑफ आर्किटेक्चर,पर्वती ,पुणे महाविद्यालयातील गरजू विद्यार्थ्यांकरीता शैक्षणिक सहल,स्पर्धा परिक्षा व आजारपण इ.करीता आर्थिक मदत मिळावी यासाठी Principal Fund नियमावली सुरु करण्याचे ठरविले आहे.त्याकरीता Principal Fund नियमावली तयार केली आहे.ती आपल्या माहितीस सादर.

करीता सोबत जोडलेल्या Principal Fund नियमावलीस आपली परवानगी मिळावी व त्यासाठी अॅक्सिस बँकेमध्ये खाते उघडण्याची मंजूरी मिळावी ही नम्र विनंती.

आपला विश्वासू



सौ.प्रमिला गायकवाड
मा.सरचिटणीस
अखिल भारतीय मराठा शिक्षण परिषद



डॉ.राजेंद्र कोळी
प्राचार्य

सोबत-१. Principal Fund नियमावली

A.B.M.S. Parishad, Pune- 9	
Inward No.	365
Date	09.02.2017
File	



अखिल भारतीय मराठा शिक्षण परिषदेचे
अनंतराव पवार कॉलेज ऑफ आर्किटेक्चर
सर्व्हे नं. १०३, पर्वती रमणा, पुणे - १.

दिनांक :- ०८/०८/२०१७

विषय- वास्तुशास्त्र महाविद्यालयात Principal Fund प्रियमावली सुरु करणे व त्याकरीता बँक
खाते उघडणेबाबत...



AKHIL BHARATIYA MARATHA SHIKSHAN PARISHAD'S
ANANTRAO PAWAR COLLEGE OF ARCHITECTURE, PARVATI, PUNE

S. No.103, Shahu College Road, Parvati, Pune - 411009

Tel.: 020-24218901/8959 Tele Fax : 020-24213929

Web.: <http://www.apcoapune.com>

Email : abmspcoa@rediffmail.com

Approved by Council of Architecture, New Delhi & Govt. of Maharashtra, Affiliated to University of Pune
University of Pune Identification No.: PU/PN/Arch/445/2014 DTE CODE : 6837

Ref./APCOA/329/2017-18

Date: 29/08/2017

To,
The General Secretary
AkhilBhartiya Maratha ShikshanParishad
Parvati,
Pune – 09

Subject: Proposal for formation of Principal Fund for Anantrao Pawar College of Architecture, Pune.


Respected ma'am,

With respect to the above subject, the Anantrao Pawar College of Architecture, Pune puts forward a proposal to form a "Principal Fund "For the deserving students of B.Arch. course. The principal fund will function on the acceptance of its purpose for which it is to be formed.

With kind request, please go through the policies and the application format on how the principal fund will operates. Let us know if there are any changes however small to be made in the policies.

Thanking you in anticipation.

you're sincerely


Principal
Dr.R.Koli
(APCOA)

Documents attached:

- 1)Policies of the "Principal Fund"
- 2)Application Format

Policies For Formation Of Principal Fund For Deserving Students Of B.Arch. Course In Anantrao Pawar College Of Architecture, Pune

- **Aim**

To form a Principal Fund for deserving students of B.Arch. Course in Anantrao Pawar College of Architecture, Pune.

- **Objectives of the policy**

In the 5year B.Arch. Course the students participate in co- curricular and extracurricular activities, as per Council of Architecture and Savitribai Phule Pune University guidelines. It is mandatory that the students take part in study tour, NASA and various architectural competitions.

Our institutes admits students from diverse economic and social background class. So to motivate them to be a part to these activities without any financial constraints, the college is planning to form a principal fund. This fund will provide financial assistance (advance) on loan basis without interest for the deserving candidates.

- **Rules and regulation of this principal fund**

1. The principal fund will function for students and staff of Anantrao Pawar College of Architecture only.
2. Financial assistance will be provided from the share of teaching and non-teaching staff as concerned ,

✓ UGC Approved Staff :	Rs.10,000/- (Ten Thousand Only)
✓ Staff On Adhoc :	Rs.5,000/- (Five Thousand Only)
✗ Non-Teaching Staff :	Rs.3,000/- (Three Thousand Only)

3. The students studying in 1st, 2nd, 3rd and 4th year will be given assistance for maximum of three times in the duration of their B.Arch. Course.
4. The loan amount should be reemitted back within 6 months' time from the date of disbursement.
5. For the study tour 50% of maximum of Rs. 10,000/- for NASA - Rs. 3,000 /- and for architectural competition – Rs. 3,000/- will be given.
6. For medical emergency Rs.5,000/-
7. For teaching and non-teaching staff medical emergency - Rs. 10,000/ will be permitted.
8. The beneficiary should apply up till 10th day of the month within the prescribed format given.

All the decisions for sanctioning of the amount will be taken by the co-ordination committee which will consists of principal, two teaching representative and one non-teaching representative. For this purpose a separate bank account in the name of "principal fund "will operate with the signature of three members for the said payment.

The amount contributed by teaching and non-teaching staff will be refunded without any interest at the time of leave from the service of the institute. Any donation for official and academic purpose will be accepted and maintained as a fixed deposit.

ABMSP'S
ANANTRAO PAWAR COLLEGE OF ARCHITECTURE
APPLICATION FOR ADVANCE FROM "PRINCIPAL FUND "

NAME OF THE APPLICANT: _____
DESIGNATION: _____ CONTACT NO: _____
YEAR: _____ EMAIL ID: _____
ADDRESS: _____

To,
Respected members
Principal Fund Committee
APCOA, Pune,

I, Mr./Ms./Mrs. _____ am applying for advance/loan from the principal fund of APCOA for the purpose of - _____

My requirement of financial assistance is of Rs. _____ (In Words- _____). Scheduled on date: _____

I request you to please sanction advance of Rs. (In Words- _____), which I will refund within 6 months' time period up to date: _____

Thanking you

Yours Sincerely

For OFFICE USE ONLY

Mr. /Mrs. /Ms./Prof: _____
Designation: _____ Year: _____
Has applied 1st /2nd /3rd time for advance amount of Rs. _____ (In Words- _____),
Attachments enclosed:

- 1)
- 2)
- 3)

Approval of Rs. _____ (In Words- _____) sanctioned as advance for the purpose of _____, held in meeting dated: _____

Previous dues IF any: _____

Principal

Teaching member 1 & 2

Non-teaching member

NAAC

Criterion 6 Governance, Leadership and Management

Contents

6.3.1: Effective Welfare Measures

Sr. No.	Document details	Page No.
4	Faculty Appraisal	





अखिल भारतीय मराठा शिक्षण परिषद,
अनंतराव पवार कॉलेज ऑफ आर्किटेक्चर, पर्वती, पुणे - ०९

शिक्षकेतर कर्मच्या-यांसाठी गोपनीय अहवाल नमुना

शैक्षणीक वर्ष : २०२० -२०२१

कालावधी : दिनांक ०१/०६/२०२० ते दिनांक ३०/०४/२०२१

१.	कर्मच्या-याचे संपूर्ण नांव	
२.	जन्मतारीख	
३.	राष्ट्रीयत्व व धर्म	
४.	जात प्रवर्ग	
५.	कायमचा पत्ता	
६.	सेवेत रुजू झाल्याची तारीख	
७.	मातृभाषा	
८.	शैक्षणीक पात्रता	
९.	पदनाम	
१०.	कामाचा विभाग	
११.	नियुक्तीचे स्वरूप (स्थायी /अस्थायी)	
१२.	१ एप्रिल २०२१ पर्यंत महाविद्यालयाचे सेवेतील एकूण कालावधी	
१३.	दैनंदिन कामाची रोजनिशी लिहून संबंधीत अधिका-याची सही घेता काय ? (होय/नाही)	
१४.	महाविद्यालयाकरीता केलेल्या उल्लेखनिय कामाचा तपशील दयावा	
१५.	आपणास विभागातून / महाविद्यालयातून काही खुलासा पत्र / कारणे दाखवा नोटीस मिळालेली आहेत काय? असल्यास त्याचा तपशील दयावा	

• वरील माहिती कर्मचा-यानी स्वतः भरावयाची आहे

कर्मच्या-याचे नाव :



सही

शिक्षकेत्तर कर्मच्या-यांचा महाविद्यालयातील कामकाजाबाबत अभिप्राय

१.	कर्मचा-याची कार्यतत्परता (उत्कृष्ट/चांगली/साधारण)	
२.	कर्मचा-याची विभागामध्ये काम करण्याची क्षमता (पूर्णक्षमतेने काम करतो /काम अर्धवट करतो)	
३.	कर्मचा-याचे कामातील सातत्य (आहे/नाही)	
४.	कर्मचारी विभागातील नेमून दिलेले काम व्यवस्थीत पार पाडतो काय (होय/नाही)	
५.	कर्मचा-याची विद्यार्थ्यांशी असलेली वर्तणूक (सहकार्याची/असहकार्याची)	
६.	कर्मचा-याची सहका-यांशी असलेली वर्तणूक (सहकार्याची/असहकार्याची)	
७.	विभाग प्रमुखांनी कामासाठी दिलेल्या सुचनांचे पालन करतात का (होय/नाही)	
८.	विभागप्रमुखांचा अभिप्राय	
९.	प्राचार्यांचा अभिप्राय	
१०.	कर्मच्या-याचे मुल्यमापन (अत्युत्कृष्ट/ उत्कृष्ट /सर्वसाधारण / कामाचा नाही)	

दिनांक :/...../२०



प्राचार्य
अनंतराव पवार कॉलेज ऑफ आर्किटेक्चर,

अखिल भारतीय मराठी शिक्षण परिषदेचे
अनंतराव पवार कॉलेज ऑफ आर्किटेक्चर, पर्वती, पुणे -०९.

गोपनीय अहवाल

१	कर्मचार्याचे पुर्ण नांव	श्री. शैलजा मर्जुन भागवत
२	वडिलांचे नांव	श्री. श्रीकृष्ण शं. खरे
३	जन्म तारीख	२४ जुलै १९६५
४	जन्मस्थान (गाव / शहर / तालुका / जिल्हा)	मुंबई
५	राष्ट्रीयत्व व धर्म	हिंदू - भारतीय
६	जात प्रवर्ग	व्हाहमण
७	कुटुंबाचे मूळ ठिकाण	शंरह, चिपळूण
८	कायमचा पत्ता	१६६, उद्योग, भागवत हाऊस कंपस पर्वती पुणे - ०९.
९	कोणतीही स्थावर मालमत्ता आहे काय ?	नाही
१०	असल्यास, कोणती व कोठे ?	
११	शासकीय सेवेत प्रविष्ट झाल्याची तारीख	१३/०४/२०१६
१२	सेवा अखंडीत नसल्यास, पूर्वीच्या शासकीय सेवेचा तपशिल	सशर्ती
१३	मातृभाषा	
१४	अवगत असलेल्या भाषा	
१५	अर्हता व पदव्या (विद्यापीठ / संस्था / वर्ष)	

परिशिष्ट ब (भाग -२)

गट अ ते गट क चे शासकीय अधिकारी / कर्मचारी यांच्यासाठी गोपनीय अहवालाचे
स्वयंमूल्यनिर्धारण अहवाल प्रपत्र



परिशिष्ट ब (भाग -३)

(स्वयंमूल्यनिर्धारण अहवाल)

कालावधी - दिनांक / / २० ते दिनांक / / २०

१	शासकीय अधिकार्याचे / कर्मचार्याचे नांव -	श्री. शैलजा अर्जुन भागवत
२	पद -	
३	या वर्षी / कालावधीत नेमून दिलेल्या कामाची उद्दिष्टे (असल्यास)	
४	वर्षभरात केलेली उल्लेखनीय अशी महत्वाची व वैशिष्ट्यपूर्ण कामे (उद्दिष्टाच्या संदर्भासहित)	

दिनांक - / / २०

कर्मचार्याची सही -----

नाव -----

पदनाम -----

१	शासकीय अधिकारी / कर्मचारी यांच्यावरील स्वयंमूल्यनिर्धारणाशी सहमत आहात का ?
२	नसल्यास, त्याची कारणे

दिनांक / / २०

प्राचार्य

अनंतराव पवार कॉलेज ऑफ आर्किटेक्चर,

, पुणे - ०९.

परिशिष्ट ब (भाग -४)

गट अ ते गट क चे शासकीय अधिकारी / कर्मचार्यांची योग्यता व चारित्र्य यासंबंधी अभिप्राय

१	नांव	
२	प्रतिवेदनाचा कालावधी	दि. / / २० ते दि. / / २०
३	धारण केलेले पद / पदे	
४	उद्योगप्रियता व कार्यतत्परता (अत्युकृष्ट/उत्कृष्ट/चांगले/साधारण/साधारणपेक्षा कमी)	
५	हाताखालील कर्मचार्यांकडून करून घेण्याची क्षमता (अत्युकृष्ट/उत्कृष्ट/चांगले/साधारण/साधारणपेक्षा कमी/ प्रश्न उद्भवत नाही)	
६	सहकारी व जनता यांच्याशी असलेले संबंध सहाकर्याचे/सौजन्याचे/मदतीचे/उदासीन/अमैत्रीपूर्ण)	
७	सर्वसाधारण बुद्धिमत्ता (अत्युकृष्ट/उत्कृष्ट/चांगले/साधारण/साधारणपेक्षा कमी)	
८	निर्णयशक्ती, उपक्रमशीलता, खात्री पदविण्याचे सामर्थ्य व धडाडी यांसह कार्यक्षमता (अत्युकृष्ट/उत्कृष्ट/चांगले/साधारण/साधारणपेक्षा कमी)	

