

CRITERION-VI
**“GOVERNANCE,
LEADERSHIP AND
MANAGEMENT”**

6.1.1

Institution has Performance Appraisal System for Teaching and Non-teaching staff

Performance Appraisal System for ‘Teaching and Non-teaching staff’:

The main purpose of Performance appraisal and review process is to motivate employees. It should also encourage employees to put forth their best effort and take initiative at work to achieve both ICEEM’s and their personal goals. Timely and accurate evaluation of any employee’s success and shortcomings is very useful both to the employee and ICEEM. That leads to a better system of accountability

The Director shall be appraising performance of each individual The HODs and the AO shall in turn prepare performance appraisal reports of their own, their departments or sections and their junior teaching and non-teaching staff. All annual appraisal reports shall be presented to the Director for reviews. Those of the Director himself and his senior colleagues shall be presented to BOG