



Sant Longowal Institute of Engineering and Technology
Longowal, Distt. Sangrur, Punjab – 148106
(Deemed to be University under MHRD, GOI)

Ref. No. SLIET/Admn./2020/A2/ 7359-63

Dated : 07/03/2020

CIRCULAR

As approved by the Senate in its 26th meeting held on 19.12.2019 vide Resolution No. 26.12.4, the Institute is introducing Best Employee Award in the following categories from the Academic year 2018-2019 onwards:

1. Dr. Sarvepalli Radhakrishnan Award (for Faculty)
2. Dr. A.P.J. Abdul Kalam Award [Category-I (Technical Staff)]
3. Dr. A.P.J. Abdul Kalam Award [Category-II (Ministerial and Other staff)]

Any regular employee of the Institute in above categories may apply for considering his/her name for Best Employee Award in the prescribed proforma, which are available on the Institute website. The period considerable for awards of the above categories is as under:

- | | |
|------------------------------------|---|
| 1. Faculty | 1 st July 2018 to 30 th June 2019 |
| 2. Technical Staff | 1 st July 2018 to 30 th June 2019 |
| 3. Ministerial staff & other staff | 1 st April 2018 to 31 st March 2019 |

ELIGIBILITY

1. The awards will be conferred annually to the regular employees of the Institute.
2. The employee should not have been charge-sheeted during the assessment period or penalized during the whole stay in his/her career.
3. The employee should not have involved in any audit discrepancy due to which the Institute had faced court cases or suffered financial losses during entire period at SLIET, Longowal.
4. The employee should not have availed long leave during the assessment period.
5. The employee should have submitted his/her annual property return as per stipulated time.

All the eligible faculty members and Technicians, whosoever wish, shall submit their application forms in the office of Dean (FSW) and all Ministerial and supporting staff shall submit their forms in the office of Registrar through their HOD/Section In-charges within 15 days from the issuance of this Circular.


Deputy Registrar (Admn.)

A copy of forwarded to following:

1. Director's Cell : for kind information, please.
2. Registrar
3. All Deans/Section Incharges with a request to circulate amongst the faculty/employees working in their respective department/section.
4. Faculty Incharge – with a request to upload on the Website along with proforma.
5. File copy (Acse)


Deputy Registrar (Admn.)