



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

Ref. No. SLIET/Admn./2020/A2/11736-39

Dated : 09/11/20

CIRCULAR

In continuation to Circular No. SLIET/Admn./2020/A2/7359-63 dated 07.03.2020, SLIET/Admn./2020/A2/9566-70 dated 13.08.2020 and SLIET/Admn./2020/A2/10068-72 dated 01.09.2020, all the Deans/HODs/Section Incharges are requested to to nominate one (minimum) regular faculty/staff on their respective department/section for Best Employee Award in the following categories for the **2018-2019:**

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)]

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 FOR NOMINATION

1. The employee should not have been charge-sheeted during the assessment period or penalized during the whole stay in his/her career.
2. 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.
3. The employee should not have availed long leave during the assessment period.
4. The employee should have submitted his/her annual property return as per stipulated time.

The nomination of faculty members and Technicians shall be submitted in the office of Dean (FSW) and all Ministerial and supporting staff in the office of Registrar within 15 days from the issuance of this Circular.

This bears the approval of the Competent Authority dated 05.11.2020.


REGISTRAR

A copy of forwarded to following:

1. Director's Cell : for kind information, please.
2. All Deans/HODs/Section Incharges for sending nomination.
3. Faculty Incharge ^(ACSS) - with a request to upload on the Website.
4. File copy


REGISTRAR 09/11/20