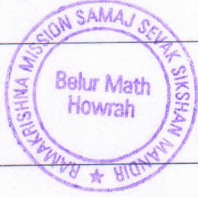


## National Centre for Excellence of RSETIs (NACER)

(Under the aegis of MoRD, Govt. of India)

'Renukaleela', No.1210, 1<sup>st</sup> Floor,  
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**BENGALURU - 560 040**



### Annexure-8 Grading Sheet for FY 2017-18 (as on 31.3.2018)

#### Category II

Name of the RSETI :	UNBI Howrah	Name of the Sponsor Bank :	United Bank of India
RSETI Unique Code:	39124	State:	West Bengal
Name of the Block :	Bally Jagacha	District:	Howrah
Date of present grading:	10.11.2018	Grade obtained during FY 2016-17 :	AA
Name of the Grading Official 2017-18	Sarat Kalita	Name of the Grading Official 2016-17	O.P. Gupta
Name of the Director of the RSETI 2017-18	Swami Shivarakananda	Name of the Director of the RSETI 2016-17	Swami Shivarakananda

**Note: Actual marks scored shall be recorded and shall not be rounded off.**

SL. No.	PARAMETER	Max. Marks allotted	Criteria for grading	Marks secured
<b>PART - I</b>				
<b>(A) HUMAN RESOURCES</b>				
A1	Director posted at the Institute with independent charge and not holding any additional charge  [Date of joining of Director: <u>17.03.2008</u> ]	3.0	Services of Independent Director without any additional charge, available during the Financial Year, If $\geq 10$ months, then 3, If $\geq 6$ months < 10 months, then 2, else, 0. Even if Director holds additional charge, then 0.	3.0
A2	Director has attended Induction Trainers' Training Programme at NAR, Bengaluru [TTP Batch No: <u>26</u> ]	2.0	Within 6 months of joining RSETI, then 2, > 6 months and $\leq 12$ months, then 1, else 0. Note: If the Director has completed TTP as on 31.03.2017, then also 2.0 mark	2.0

Sankar  
SDR, Assam  
Grading officer

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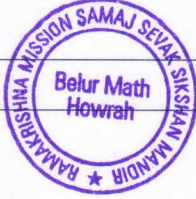
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United Bank of India  
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Sw. Shivarakananda  
Principal  
Ramakrishna Mission  
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<p><b>A3</b></p>	<p>Director has attended Refresher Training Programme at NAR, Bengaluru [RTP Batch No: <u>25</u>]</p>	<p>1.0</p>	<p>If the Director has completed RTP as on 31.3.2017, then 1.0, if the Director has not completed 15 months from the date of TTP as on 31.3.2018, then also 1.0, if the Director has completed TTP before 31.12.2016 and not completed RTP as on 31.03.2018, then 0.</p>	<p>10</p>
<p><b>A4</b></p>	<p>In-house Faculty on regular basis [Actual No. of Faculty Members: <u>2</u>] Date of joining of I Faculty: --- <u>01.04.14</u> Date of joining of II Faculty: -- -----<u>01.04.2014</u></p>	<p>8.0</p>	<p>Services of <b>First Faculty Member</b> available during the Financial Year If <math>\geq 10</math> months, then 2, If <math>\geq 6</math> months &lt; 10 months, then 1.0, else 0 For the services of second faculty member, If <math>\geq 10</math> months, 6 mark, If <math>\geq 6</math> months &lt; 10 months, then 4, else 0</p>	<p>8.0</p>
<p><b>A5</b></p>	<p>TTP for in-house faculty members [TTP batch Number of Faculty I: <u>47</u>] [TTP batch Number of Faculty II: <u>60</u>]</p>	<p>2.0</p>	<p>Within 6 months of joining RSETI, then 2, &gt; 6 months and <math>\leq 12</math> months, then 1, else 0. Note: If the in-house faculty has completed TTP as on 31.03.2017, then also 2.0 mark.</p>	<p>2.0</p>
<p><b>A5</b></p>	<p>RTP for in-house faculty members [RTP batch Number of Faculty I: <u>35</u>] [RTP batch Number of Faculty II: _____]</p>	<p>2.0</p>	<p>If the in-house faculty has completed RTP as on 31.3.2017, then 2.0; if the in-house faculty has not completed 15 months from the date of TTP as on 31.3.2018, then also 2.0, if the in-house faculty has completed TTP before 31.12.2016 and not completed RTP as on 31.03.2018, then 0.</p>	<p>2.0</p>

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Santosh SDR, Assan  
Gradig officer

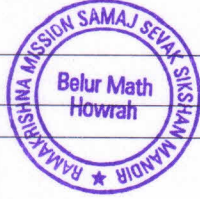
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<b>A6</b>	Office Assistant/ clerk on regular basis [Actual No. of OAs: <u>2</u> ] [Date of joining of OA1: <u>17.3.08</u> ] [Date of joining of OA2: <u>1.4.10</u> ]	2.0	Services of First Office Asst. available during the Financial Year If $\geq 10$ months, then 1, If $\geq 6$ months < 10 months, then 1.0, else 0 For the services of second Office Assistant, if the services are available as on 31.03.2018, then 1, else 0	2.0
<b>A7</b>	Attender on regular basis [Date of joining of Attender: <u>17.3.08</u> ]	1.0	Services of Attender available during the Financial Year If $\geq 10$ months, then 1, If $\geq 6$ months < 10 months, then 0.5, else 0	1.0
<b>Total Marks under Human Resources (A1-A7)</b>		<b>21.0</b>	<b>Marks obtained under Human Resources (A1-A7)</b>	<b>21.0</b>
<b>(B) Physical infrastructure</b>				
<b>B1</b>	Independent Director's Room/Cabin/Cubicle	3.0	If separate room / cabin/cubicle inside the RSETI premises, then 3, else 0	3.0
<b>B2</b>	Separate Office Room for staff	3.0	If separate office room for staff inside the RSETI premises and not a part of Director's room/cabin/cubicle, then 3, else 0	3.0
<b>B3</b>	Classroom (sufficient to accommodate minimum of 35 candidates) @ 35 chairs with writing facility per classroom For 1 classroom For 2 classrooms [Actual No. of Classrooms: <u>4</u> ]. [Actual number of chairs with writing facility/table with chairs: <u>160</u> ]. [Actual number of chairs without writing facility: <u>160</u> ].	4.0	2 marks for 1st classroom having minimum of 35 chairs with writing facility/table with chairs. 2 marks for 2nd classrooms having minimum 35 chairs with writing facility/table with chairs. (Total 4.0 Marks) Classroom having chairs but without writing facility shall not be treated as classrooms	4.0
<b>B4</b>	Dormitory sufficient to accommodate min. 35 candidates with bed facility  A. Total number of candidates trained during FY 17-18 ... <u>1677</u>	6.0	if more than 50% occupancy is observed then give 6 marks.  If the occupancy is less than 50% but more than 25% then give 3 marks;  if the occupancy is less than 25%	6.0

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Sandip Kulkarni  
SDR, Assan  
Grading officer

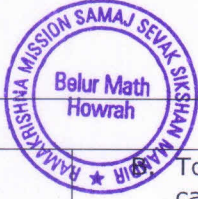
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	Total number of candidates who stayed in the dormitory during the above period .....167		then give 0 mark.	
<b>B5</b>	Availability of Office Laptop	0.5	YES-0.5, NO-0	0.5
<b>B6</b>	Availability of Internet facility(Even dongle used by Director)	0.5	YES-0.5, NO-0	0.5
<b>B7</b>	Availability of Office LCD projector	0.5	YES-0.5, NO-0(Verify from Fixed Assets Register)	0.5
<b>B8</b>	Availability of Scanner	0.5	YES-0.5, NO-0(Verify from Fixed Asset)	0.5
<b>Total Marks under Physical Infrastructure (B1-B8)</b>		<b>18.0</b>	<b>Marks obtained under Physical Infrastructure (B1-B8)</b>	<b>18.0</b>
<b>(C) GOVERNANCE AND MANAGEMENT [BEST PRACTICES]</b>				
<b>C1</b>	Overall ambience of the Institute	3.0	Good-3, satisfactory-2, else, 0	3.0
<b>C2</b>	Providing food to all trainees in all batches during the FY 2017-18	2.0	Yes - 2, No - 0.	2.0
<b>C3</b>	Convening of Quarterly DLRAC meetings and compulsorily drawing of minutes of the DLRAC [Actual no. of meetings conducted: ____]	2.0	0.5 mark for each DLRAC meeting conducted, maintaining of DLRAC register and drawing proceedings during FY 2017-18 along with minutes drawn for each meeting and circulated among the members	2.0
<b>C4</b>	Maintenance and updation of 1.Attendance Register 2.Bank Linkage Register 3.Training Log Book 4.Movement Register	1.0	0.25 for each Register maintained separately with updated entries upto 31.03.2018. <b>Note:</b> If a Register is maintained and not updated upto 31.03.2018, then treat that Register as not maintained.	1.0
<b>C5</b>	Maintaining separate Box File for each batch for all programmes conducted during the FY 2017-18	1.0	Yes - 1, No - 0.	1.0
<b>C6</b>	Publishing "Annual Activities Report" as at 31 <sup>st</sup> March 2018	1.0	YES- 1, NO-0 Note: verify from the hard copy	1.0

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SDR, Assan  
Training Officer

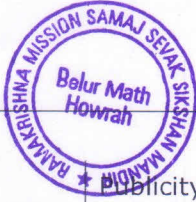
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<b>C7</b>	Publicity efforts through print and electronic media made by RSETI for its visibility	2.0	0.25 mark for each proof of publicity with maximum of 2 marks.	2.0
<b>C8</b>	Visit of Executives from LHO/ Circle / Regional / Zonal Office/ /Nodal Officer from the Head Office or Corporate Office of the Sponsor Bank to the Institute during FY 2017-18  [Actual No. of visits: <u>10</u> ]	2.0	Upto 2 visits give zero marks. For every additional visit over 2 visits 0.5 marks each, upto max.2.0 marks.	2.0
<b>C9</b>	Whether requisite financial support was available to the Institute throughout the FY 2017-18 for organizing Training Programmes?	2.0	If YES-2, If NO - 0	2.0
<b>Total Marks under Governance and Management (Best Practices) (C1:C9)</b>		<b>16.0</b>	<b>Marks obtained under Governance and Management(Best Practices)(C1:C9)</b>	<b>16.0</b>
<b>(D) PRE-TRAINING</b>				
<b>D1(A)</b>	Awareness camps organized (supported by documentary evidence in MIS as well as Individual Reports on EAP with photos in EAP Register as per guidelines) [Actual no. of EAPs conducted during FY 2017-18 as per MIS as well as EAP Register: <u>62</u> ]	4.0	EAPs are to be organized by each of the faculty and Director thrice a month. Thus if <u>108</u> EAPs are conducted, give full 4 marks, else give 0.037 mark for each EAP conducted. Note: 1. Proof for having conducted programs to be verified both in MIS as well as in the EAP Register (Cir.No.917 dated 15.9.2014 of NACER). Note: 2: Exclude the EAPs organized for students of schools and pre-degree colleges.	2.294

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Saxena  
SDR, Asst. Secy.  
Grading officer

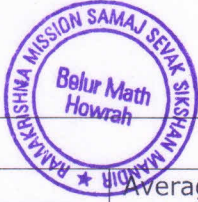
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<b>D1(B)</b>	Average Number of Applications generated during the EAPs conducted	2.0	If applications are mobilized from more than 50% of the number of participants, then give full 2 marks. For less than 50%, give 1 mark.	2.0
<b>D2</b>	Sensitization programmes organized by RSETI for Branch Managers/ other stakeholders organized (supported by documentary evidence)  [Actual No. of Sensitization Programmes conducted during FY 2017-18: <u>3</u> ]	2.0	0.25 mark for organizing each Sensitization programme with a maximum of 2 marks	0.75
<b>D3</b>	Sponsorship of candidates by Banks for training [(A) Total No. of candidates trained: <u>1677</u> (B) out of (A) No. of Candidates Trained under Government sponsored scheme <u>258 534</u> (C) No. of Candidates sponsored by the Bank <u>341</u> (D) % of Candidates Sponsored = [C Divide by (A Minus B) X100] <u>29.83</u>	2.0	if 25% or more of the candidates trained during FY 2017-18 are sponsored by any Banks, then 2 marks, if 15% to 24% of the candidates trained during FY 2017-18 are sponsored by any Banks, then 1 mark, 3% to 14%, then 0.5 mark, else 0. Note: Candidates sponsored under any Govt. schemes to be excluded.	2.0
<b>D4</b>	Placement of SDR visit report along with compliance in all the DLRAC Meetings during FY 2017-18	1.0	0.25 for each placement in DLRAC along with compliance. Max. 1 mark. Note: If there are no items for compliance in all the reports, verify the agenda and proceedings for the same and award mark	1.0
<b>D5</b>	Participation of Director in BLBC/JMLBC meetings [Actual No. of meetings attended by Director]	1.0	0.25 mark for each BLBC meeting attended with a maximum of 1 mark.	0.75
<b>D6</b>	Participation of Director in DCC/DLRC meetings [Actual No. of meetings attended by Director]	1.0	0.25 mark for each DCC/DLRC meeting attended with a maximum of 1 mark.	0.75
<b>D7</b>	Timely submission of compliance on SDR visit reports on last four visits or compliance on actual no. of visits made by SDR during FY	1.0	0.25 for each compliance sent to NACER under copy to SDR and controlling office of the Bank with a maximum of 1 mark	1.0

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Sarat Khatke  
SDR, Assam  
Grading Officer

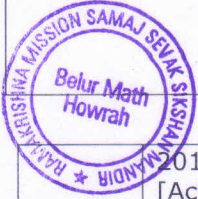
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	2017-18 whichever is less. [Actual No. of visits by SDR...]	4		
<b>D8</b>	EDP inputs as per course module administered by the Director / Faculty in all batches [No. of training programmes verified by Grading Official]	2.0	YES - 2, NO-0 To be verified from the training log of minimum of 25% of training programmes conducted during FY 2017-18 and if the EDP inputs are administered as per course module if found in this 25% sample, then 2 marks, else-0	2.0
<b>Total Marks under Pre-Training (D1-D8)</b>		<b>16.0</b>	<b>Marks obtained under Pre-Training (D1-D8)</b>	<b>12.544</b>
<b>(E) TRAINING PRACTICES</b>				
<b>E1</b>	Providing AMT Manual (Trainee's Work Book) in local language to all the eligible Trainees on the first day of the training programme and completion of all the exercises in AMT Manual including recording of MILLY	1.0	YES - 1, NO - 0 Note: Verify whether AMT Manual in local language is provided to all the trainees in the ongoing training programme & verify whether exercises as on the date of visit of the grading team are completed including writing of MILLY. Compare with stock register of AMT Booklet	1.0
<b>E2</b>	Micro lab administered in all the Training Programmes on the first day of training programme without fail - to be verified from action photos and Training Log for all programmes	1.0	YES - 1, NO - 0 Verify from Photos of more than 50% of Programmes conducted in 2017-18.	1.0
<b>E3</b>	Behavioural games as per Course Module administered by Director/Faculty in all batches	1.0	YES - 1, NO - 0 Note: To be verified from action photos and Training Log for all Training programmes in the box file	1.0
<b>E4</b>	EDP inputs as per Course Module administered by the Director / Faculty in all batches [No. of training programmes verified by Grading official: ____]	1.0	YES - 1: 50% by Director, 50% by Faculty Member. Note: To be verified from the training log of minimum of 25% of training programmes conducted during FY 2017-18 and if the EDP inputs are administered as per Course Module if found in this 25% sample, then 1 mark; else, 0.	1.0

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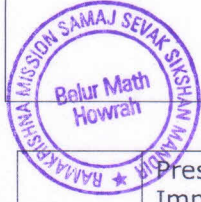
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<b>E5</b>	Presentation of MILLY (Most Important Lessons Learnt Yesterday) and filing the same in the concerned batch file for all the training programmes	1.0	MILLY presented & filed one copy each for the day in the box file, then 1.0 mark, else 0	1.0
<b>E6</b>	Inviting successful trainees for experience sharing in all batches during FY 2017-18.	1.0	YES-1, NO-0 (To be verified from batch file / MILLY of each programme)	1.0
<b>E7</b>	Taking trainees for unit visits during the training programme in all batches during FY 2017-18.	2.0	YES-2, NO-0 (To be verified from batch file / MILLY of each programme)	2.0
<b>E8</b>	Writing training log on day-to-day basis and copy maintained in Box file for all batches of FY 2017-18.	1.0	YES-1, NO-0 (To be verified from batch file / MILLY of each programme)	1.0
<b>E9</b>	Availability of training equipments viz., Tailoring machines, mobile kit, computers etc. which are fixed assets in nature	9.0	If the ratio between training equipments to trainees is 1:1, then 9; above 01:1 up to 1:4, then 5; above 1:4, then 0	9.0
<b>E10</b>	Preparation of sample / actual project reports during the training	1.0	YES-1, NO-0. To be verified from the correspondence that the project report is submitted to Bank or copy maintained in the Batch File / Box File may be treated as proof	1.0
<b>Details of Training Programmes</b>				
<b>E11</b>	Mix of EDPs [Actual No. of EDPs conducted under Agri EDP: <u>38</u> , Product EDP: <u>20</u> , Process EDP: <u>3</u> , General EDP: <u>1</u> , Wage Employment: <u>0</u> , Total Programmes conducted: ___] <u>62</u>	2.0	If training programmes conducted during the FY 2017-18 are mix of minimum of three types of EDPs viz. Agri/ Product/ Process/ General EDPs, then 2 marks, If training programmes conducted during the FY 2017-18 are mix of only Product and Process training programmes, then also 2 marks, If training programmes conducted during FY 2017-18 are only of Agri and General EDPs, then 1.5 marks, If training programmes conducted during the FY 2017-18 are only of Agri EDPs, then	2.0

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*Sw. Shrinaksh*  
**Principal**  
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			1 mark, else 0	
<b>E12</b>	<p><b>Number of Off-Campus Training Programmes (OCTP) Conducted:</b> (the exempted category of programs to be excluded for assessing performance)</p> <p>A) Total No. of programmes conducted during FY 2017-18: <u>62</u></p> <p>B) Out of A above total no. of OCTPs excluding OCTPs under exempted category: <u>0</u></p>	1.0	<p>If B is less than 25% of A, then give 1 mark.</p> <p>If B is more than 25% of A then give zero mark.</p>	<u>1.0</u>
<b>E13(A)</b>	<p><b>Total number of candidates trained during FY 2017-18</b></p> <p>A) Target for No. of candidates to be trained (As per AAP) during FY 2017-18: <u>785</u></p> <p>B) Actual No. of candidates trained during FY 2017-18: <u>1677</u></p>	2.0	<p>If <math>\geq 100\%</math> candidates trained as per approved AAP, then 2,</p> <p>Reduce by 0.07 mark for every percentage of performance below 100% till 70% achievement.</p> <p>Else 0 for less than 70% achievement</p>	<u>2.0</u>
<b>E13(B)</b>	Of the above, total No. of Rural poor candidates trained	2.0	<p>For Rural Poor, allot marks as follows: &gt;70%=2, 50-69%=1, &lt; 50%=0.</p>	<u>2.0</u>

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Smart Kshk  
SR Assam  
Grading officer

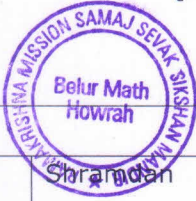
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Samaj Sevak Sikshan Mandir  
Belurmath, Howrah

**National Centre for Excellence of RSETIs (NACER)**  
(Under the aegis of MoRD, Govt. of India)

'Renukaleela', No.1210, 1<sup>st</sup> Floor,  
80 Feet Road, Chandra Layout  
**BENGALURU - 560 040**



<b>E14</b>	Grading	1.0	YES-1, NO-0 ( To be verified from the action photos of each batch file)	1.0
<b>E15</b>	Feedback obtained from all the trainees and maintained in Box File for each programme during FY 2017-18 and uploaded in MIS.	1.0	For obtaining feedback 0.5 mark; For uploading the same in MIS 0.5 mark	1.0
<b>E16</b>	Whether Yoga/Prayer is being conducted	1.0	YES -1, NO-0	1.0
	<b>Total Marks under Training Practices(E1-E16)</b>	<b>29.0</b>	<b>Total Marks obtained under Training Practices (E1-E16)</b>	<b>29.0</b>
<b>PART I TOTAL (A+B+C+D+E)</b>		<b>100.0</b>	<b>MARKS OBTAINED(TOTAL) (A+B+C+D+E)</b> 21+18+16+12.544+29	<b>96.544</b>
<b>F PART - II - POST TRAINING PRACTICES</b>				
<b>F1</b>	<b>Personal follow-ups made</b> as per MIS i.e. number of days spent by (a) Director (b) Faculty Members (c) Office Assistants [Target for No. of visits is 5 per employee per month] [Actual No. of visits made by a) Director: <u>1+153</u> b) Faculty -I: <u>32</u> , c) Faculty - II: <u>10</u> , d) Office Asst. -I: <u>1</u> , e) Office Asst. -II: <u>8.5</u> , Total No. of visits: <u>205</u> ]  Total Target for No. of visits to be made: If the No. of visits are more than 180 during the year then treat 180 visits as Target and allot the mark accordingly.	10.0	If 100% of targeted No. of visits made, then 10, If >=91% and <=99% of targeted No. of visits made, then 7, If >=81% and <=90% of targeted No. of visits made, then 5, If >=75% and <=80% of targeted No. of visits made, then 3, else 0  [This data is provided by NACER as per MIS.]	10.0
<b>F2</b>	<b>FOLLOW-UP OF TRAINED CANDIDATES:</b> Number of candidates contacted through personal visits (personal follow-up by Director / Faculty / Office Assistant) [Target: to contact	20.0	If 100% candidates contacted, then 20, reduce by 0.5 mark for every percentage of achievement less than 100 till 60% achievement, else 0 for less	17.0

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Santosh K  
SDR Assam  
Grading officer

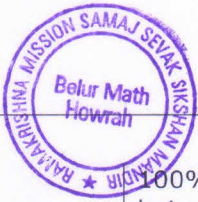
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LDM

Debjyoti Paul  
Nodal Officer  
United Bank of India  
10-11-18

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*[Signature]*  
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	<p>100% of the candidates trained between 01.01.2016 and 31.12.2017] <b>4429</b></p> <p><b>A.</b> [Actual No. of candidates trained during the said period: ____] <b>4429</b></p> <p><b>B.</b> Out of A : [Actual No. of candidates contacted : <b>4166</b>]</p> <p><b>C.</b> %ge of follow up of trained candidates during the relevant period. <b>94%</b></p>	<p>than 60% achievement</p> <p><b>Note for marks allotment:</b> The marks may be allotted as follows for the respective achievement in contacts made through personal visits: 100%: 20.0, 99% : 19.5, 98% : 19.0, 97% : 18.5, and so on..... till 61%: 0.5, 60%: 0.5&lt;60% : 0][This data is provided by NACER as per MIS.] Data pertaining to trained candidates (during relevant period) not contacted will be provided to Grading officials.</p>		
F3	<p><b>SETTLEMENT OF TRAINED CANDIDATES DURING THE PERIOD 01.01.2016-31.12.2017</b></p> <p>Settlement of candidates trained during the period 01.01.2016 to 31.12.2017, as per MIS <b>4429.0</b> [Total No. of candidates reported settled during 01.01.2016 to <b>3989</b> 31.12.2017.[Percentage of settlement: ____] <b>90.06%</b></p> <p><b>Note:</b> Total Marks under F3 is 30.</p>	<p>If &gt;= 60% of settlement achieved to candidates trained, then 20, Reduce by 1 mark for every percentage upto 40; below 40%, zero mark.</p> <p><b>[Note: for marks allotment Please refer ready reckoner].</b></p>	<b>20.0</b>	
		<p>Out of the above, if &gt;= 60% settlement is under PMEGP Scheme, then give 0 mark; Else give 0.5 mark for every percentage up to 40%; &lt;=40%, 10 marks, in addition to the above.</p> <p><b>[Note: for marks allotment, Please refer ready reckoner].</b></p>	<b>10.0</b>	
F4	<p><b>Total number of trainees credit linked out of the total trainees settled</b></p> <p>Out of candidates reported settled for the relevant period, % of candidates availed bank loan - Credit Linkage under self-employed category (Proof</p>	<p>if &gt;=40% of Bank linkage is achieved under self-employed category in settlement, then 15 marks, Reduce by 0.375 mark for every percentage of achievement less than 40% till 1% achievement under</p>	<b>15.0</b>	<b>13.125</b>

*Suneth Kohli*  
SDR, Assam  
Grading Officer

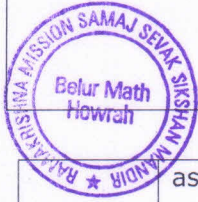
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*Debojyoti Paul*  
Nodal Officer  
United Bank of India  
10.11.18

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*Sw. Shirshad*  
**Principal**  
**Ramakrishna Mission**  
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	<p>as per MIS)</p> <p>[a] Total No. of candidates settled: <u>3989</u></p> <p>[b] Out of (a) above, No. of candidates self-employed: <u>3827</u></p> <p>[c] Out of (b) above, No. of candidates availed Bank Loan: <u>1345</u></p> <p>[Percentage Bank linkage calculated as (c)/(b)%: <u>35.14</u>] (Use Ready Reckoner - Cat II for allotting marks)</p> <p><b>Note:</b> Total Marks under F4 is 25</p>		<p>Bank Linkage. Else 0 for less than 1% achievement. (Note: To be verified as per MIS data provided by NACER )</p> <p><b>[Note: for marks allotment Please refer Ready Reckoner]</b></p>	
		10.0	<p>Out of the above if <math>\geq 40\%</math> credit linkage is under PMEGP, then 0 mark to be given;</p> <p>give 0.25 mark for every percentage up to 1%;</p> <p><math>\leq 1\%</math> give 10 marks in addition to the above.</p> <p><b>[Note: for marks allotment Please refer ready reckoner]</b></p>	10'0
F5	<p><b>SUCCESS STORIES:</b> Documenting success stories of the candidates trained during the period from 01.01.2016 to 31.03.2018 in local language (10 stories to be documented in at least 5 different activities) as per format sent to RSETIs [Actual No. of Success Stories documented: <u>10</u>]</p>	5.0	<p>0.5 mark for each story with a maximum of 5 marks</p>	5'0
F6	<p><b>APPENDIX - 23:</b> Preparation of Appendix-23 (Post Programme Report - PPR) for all training programmes of FY 2017-18</p> <p>[Actual no. of Appendix - 23 prepared: <u>62</u>]</p>	6.0	<p>Prepared for 100% of training programmes conducted during FY 2017-18 as per the format with required Photos as per format, then 6, else 0</p>	6'0

Sanku Kulkarni  
SDR, Assam  
Grading officer

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SDR

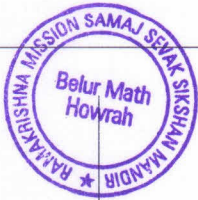
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<b>F7</b>	<p><b>APPENDIX - 25:</b> Preparation of Appendix-25 Post Training Evaluation as available in 'Manual of Standard Practices' of NAR is prepared and placed in DLRAC for the previous 50 batches</p> <p>[Actual no. of Appendix - 25 prepared: <u>4</u>]</p>	4.0	<p>If cumulative number of Training programmes organized is <math>\geq 50</math> as on 31.03.2018 and prepared Appendix 25 with analysis, then 4. Else 0. Verify from the proceedings of DLRAC for placement in the meeting.</p> <p>If cumulative number of Training programmes conducted is less than 50 as on 31.03.2018, then also 4 marks irrespective of whether Appendix-25 is prepared or not.</p>	4.0
<b>PART II TOTAL (F1 to F7)</b>		<b>100.0</b>	<b>MARKS OBTAINED (TOTAL) (F1 to F7)</b>	<b>95.125</b>
<b>MARKS/GRADES OBTAINED</b>			<b>PART-I</b>	<b>PART-II</b>
<b>TOTAL MARKS OBTAINED</b>			96.544	95.125
<b>GRADE ELIGIBLE (PARTWISE)</b>			A	A

**TOTAL GRADE ELIGIBLE (Subject to validation)**

Items of dispute, if any, to be recorded hereunder:

Director of RSETI

**CERTIFICATE**

***This is to certify that the grading exercise was carried out in a cordial atmosphere and the weightage allotted against each parameter is in consensus with all the members of the team.***

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Sankar  
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Grading Officer

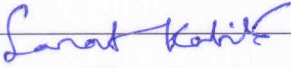

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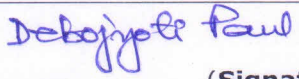
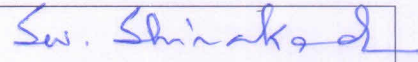
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 (Signature)		 (Signature)	
Name of the Grading Official:	SARAT KALITA	Name of the Lead District Manager:	L. BRAAVANI
Designation:	SDR, Assam	Designation:	LDM HOWRAH
Organization:	NACER	Organization:	UCO BANK
Mobile No:	9831263704	Mobile No:	9830170599

 (Signature) 10.11.18		 (Signature)	
Name of the Nodal Officer from the Sponsor Bank:	DEBOJYOTI PAUL	Name of the RSETI Director:	Swami Shivakandananda
Designation:	Sr. Manager	Designation:	Principal
Organization:	United Bank of India	Organization:	UNBI Howrah
Mobile No:	9433429041	Mobile No:	9830212196

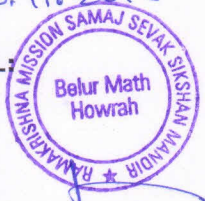
**Note:**

For allotting Grades, Total marks obtained under Part I and Part II shall be rounded off to the next digit if the decimal is equal to or above 0.5. For example: 84.5 or more shall be rounded off to 85 and 'A' grade allotted. Whereas, for marks less than 84.5 but equal to or more than 71, 'B' grade shall be allotted. Similarly, 70.5 and above shall be rounded off to 71 and accordingly 'B' grade allotted. For below 70.5 but equal to or more than 55, 'C' Grade shall be allotted. In case mark obtained is 54.5 and above the same shall be rounded off to 55 and 'C' Grade allotted.

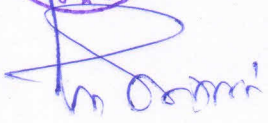
Grading Chart		
Rating	Grade	Score
Outstanding	A	>=85 and <=100
Good	B	>=71 and <=84
Satisfactory	C	>=55 and <=70
Unsatisfactory	D	< 54

DATE : 10.11.2018


RSETI SEAL:



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Received by  
Sw. Shivakanda  
10/11/18