



### Criteria VI: Governance, Leadership and Management

**Metric No: 6.3.5: Institutions Performance Appraisal System for teaching and non-teaching staff.**

**Describe the functioning status of the Performance Appraisal System for teaching and non-teaching staff.**

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**SAMPLE COPY OF PBSA FORMAT**

**SDME SOCIETY (R), UJIRE**  
**PERFORMANCE BASED SELF APPRAISAL (PBSA) -2021**  
**(FOR ACTIVITIES BETWEEN 1-1-2021 TO 31-12-2021)**

Summary Table

Sl. No.	Category	Actual Score	Average (Out of 10) X	WEIGHTAGE W	(WX)
1.	Academics-A	A=		30	
2.	Academics-B	B=		10	
3.	Institutional Initiatives / Activities	C=		10	
4.	Research -A	D=		20	
5.	Research B	E=		10	
6.	Extension, Consultancy, Student support and Governance	F=		10	
7.	Organization of Programs	G=		5	
8.	Academic Growth	H=		5	
<b>Total score</b>		<b>I=</b>	-----	<b><math>\sum W=100</math></b>	<b><math>\sum WX=</math></b>
<b>Overall CGPA (out of 10)</b>					<b><math>\sum WX/\sum W=</math></b>

PBSA GRADING

Sl. No	Overall CGPA (out of 10)	Grade (G)	Remarks
1	9.0 - 10	A+	Outstanding
2	8.0 - 8.9	A	Excellent
3	7.0 - 7.9	B+	Very Good
4	6.0 - 6.9	B	Good
5	5.0 - 5.9	C	Average



1. ACADEMICS - A (WEIGHTAGE 30)

PARTICULARS		ACTUAL SCORE	OUT OF 10 (X)	WEIGHTAGE (W)	WX
1.	Student Feedback (out of 100)			10	
2.	Average Result of All Classes Handled (avg. of ODD and EVEN SEMs) – In Percentage			15	
3.	IESA (Avg. of ODD & EVEN SEMs) Institutional educational Standard Assessment Score of all subjects / papers taught) 80% = 100 Marks			5	
<b>TOTAL</b>		<b>A=</b>	<b>AV=</b>	<b>ΣW=30</b>	<b>ΣWX=</b>
Criterion 1 Grade Point Average = $\frac{\sum WX}{\sum W}$					

2. ACADEMICS - B (WEIGHTAGE 10)

PARTICULARS		ACTUAL SCORE	OUT OF 10 (X)	WEIGHTAGE (W)	WX
1.	<b>Punctuality- Yearly Biometric report (2022)</b> <ul style="list-style-type: none"> <li>If 0 hours shortage then 100 marks</li> <li>0 to 4 hr shortage, 90 %</li> <li>4 to 8 hr shortage, 80 %</li> <li>8 to 12 hr shortage, 70 %</li> <li>12 to 16 hr shortage , 60 %</li> <li>above 16 hr shortage , 0 marks</li> </ul>			2	
2.	<b>Library Usage In The College Library</b> (80 hrs. per year then 100 marks, Otherwise percentage)			2	
3.	<b>Percentage of Seats Filled In First Semester</b> <ul style="list-style-type: none"> <li>UG College: Applicable for all the subjects</li> <li>UG Section Ayurveda: Consider college %.</li> <li>PG Section / College: Applicable for all the courses</li> <li>Engg. College: Applicable for all the branches. For basic science consider college %.</li> </ul> 100%=100 marks			3	
4.	<b>Percentage of Placement (On Campus &amp; Off Campus)</b> <ul style="list-style-type: none"> <li>Applicable for PG and Engg. Colleges (For Basic Sci. - Consider College %)</li> <li>For other colleges, weightage will be distributed to the above particulars.</li> </ul> GE 80% = 100, Otherwise proportional			3	
<b>TOTAL</b>		<b>B=</b>	<b>AV=</b>	<b>ΣW=10</b>	<b>ΣWX=</b>
Criterion 2 Grade Point Average = $\frac{\sum WX}{\sum W}$					



### 3. IMPLIMENTATION OF INSTITUTIONAL INITIATIVES (WEIGHTAGE- 10)

Sl. No.	Initiative details	ACTUAL SCORE	OUT OF 10 (X)	WEIGHTAGE (W)	WX
1	Institutional Initiatives (Mandatory) (Max 50)				
2	Institutional Initiatives (Optional) (Max 50)			10	
<b>Total</b>		<b>C=</b>	<b>X=</b>	<b>W=10</b>	<b>WX=</b>
Criterion 3 Grade Point Average = $\frac{W X}{W}$ =					<b>min 5</b>

Note: The institutes are expected to suggest appropriate mandatory and optional initiatives (May refer the attached list of initiatives followed in the year 2019 by various institutes)

### 4. RESEARCH- A (WEIGHTAGE 20)

PARTICULARS	ACTUAL SCORE	OUT OF 10 (X)	WEIGHTAGE (W)	WX
<p>1. <b>Research Publications: (In the name of own institution)</b> (for First / Corresponding and Co-Authors)</p> <ul style="list-style-type: none"> <li>Published in UGC Care List Journals – (For First / Corresponding Author - 20 marks, For Co-Authors 10 marks)</li> </ul> <p>2. <b>Any ongoing Research projects (Excluding Student Research Projects) for the grant period.</b></p> <ul style="list-style-type: none"> <li>Funds less than 3 lakhs - (For Principal Investigator 10 marks, Co-Investigator 5 marks)</li> <li>Funds 3 lakhs and more - (For Principal Investigator 20 marks, Co-Investigator 10 marks)</li> </ul> <p>3. <b>Project proposals submitted</b></p> <ul style="list-style-type: none"> <li>Funds less than 3 lakhs - (For Principal Investigator 5 marks, Co-Investigator 2.5 marks)</li> <li>Funds 3 lakhs and more - (For Principal Investigator 10 marks, Co-Investigator 5 marks)</li> </ul> <p>(Maximum 30 marks)</p>			20	
<b>Total</b>	<b>D=</b>	<b>X=</b>	<b>W=20</b>	<b>WX=</b>
Criterion 4 Grade Point Average = $\frac{W X}{W}$ =				



**5. RESEARCH - B (WEIGHTAGE 10)**

PARTICULARS	ACTUAL SCORE	OUT OF 10 (X)	WEIGHTAGE (W)	WX
<p><b>1. Research Activities</b></p> <p><b>1.1 For members pursuing PhD</b> Date of registration for PhD Degree</p> <ul style="list-style-type: none"> <li>• For registration -5 marks up to five years</li> <li>• Half yearly reports - 5 marks per report (Max 2)</li> </ul> <p><b>1.2 For PhD holders with guide-ship</b> Number of PhD Students guiding in the year - 10 marks per PhD student, for up to 5 years</p> <p><b>2. Papers Presented by Faculty – International / National events related to research</b></p> <ul style="list-style-type: none"> <li>• International - 10 marks</li> <li>• National – 5 marks</li> </ul> <p><b>3. Research Publications or Presentations by PhD Students or SRP Students</b></p> <ul style="list-style-type: none"> <li>• International / National events - 5 marks each</li> </ul> <p><b>4. Number of Patents applied for submission -10 marks</b></p> <p><b>5. Patents awarded in the year - 30 marks</b></p> <p>(Maximum 30 marks)</p>			10	
			W=10	
<b>Total</b>	<b>E=</b>	<b>X=</b>	<b>WX/W</b>	
Criterion 5 Grade Point Average =W X /W				



6. EXTENSION ACTIVITY, STUDENT SUPPORT AND GOVERNANCE (WEIGHTAGE 5)

PARTICULARS	ACTUAL SCORE	OUT OF 10 X	WEIGHTAGE W	WX
<p><b>1. Extension / Outreach Activity</b></p> <p>Academic activities conducted outside the campus - Academic talks / Exhibitions / Demonstrations</p> <p>OR</p> <p>Seminars / Workshops / Conferences / Training Programs attended as Resource person</p> <p>OR</p> <p>Sharing subject knowledge with other Academic Institutions / Industries (Including Consultancy)</p> <ul style="list-style-type: none"> <li>• If one staff involved - 5 marks per activity</li> <li>• If more than 1 staff involved -3 marks per activity</li> </ul> <p>(if total exceeds 20 treat it as 10)</p>			5	
<p><b>2. Mentorship: No of Meetings Conducted</b></p> <ul style="list-style-type: none"> <li>• 5 marks per meeting</li> </ul> <p><b>3. Remedial Drill (Support for weak students - Method of instruction characterized by systematic repetition of concepts, examples, and practice problems)</b></p> <ul style="list-style-type: none"> <li>• No. of Drills – 5 marks per drill</li> </ul> <p><b>4. Governance and Leadership:</b></p> <ul style="list-style-type: none"> <li>• Vice-Principal / Dean / Registrar / IQAC Coordinator / HOD / Chairman of Committees / NCC / NSS / Rovers and Rangers / Red Cross / Adhoc Committee Chairman / Other – 10 marks</li> </ul> <p>(if total exceeds 20 treat it as 10)</p>			5	
<b>TOTAL</b>	<b>F=</b>	<b>AV=</b>	<b>ΣW=10</b>	<b>ΣWX=</b>
Criterion 6 Grade Point Average = $\frac{\sum WX}{\sum W}$				



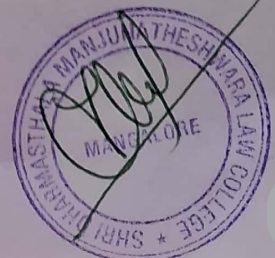
**7. ORGANISATION OF PROGRAMMES (WEIGHTAGE 5)**

PARTICULARS	ACTUAL SCORE	Out of 10 X	WEIGHTAGE W	WX
<p><b>1. Organization of Seminars / Conferences / Workshops / Training programs etc... in the college. With Grants received from GO or NGO to the departments.</b></p> <p><b>Grants up to 2 lakh: (Convener / Co-convener / Member)</b></p> <ul style="list-style-type: none"> <li>• International / National – 10 marks</li> <li>• State / University – 5 marks</li> <li>• College – 2.5 marks</li> </ul> <p>(Marks / No. of Staff Involved)</p> <p><b>Grants 2 lakhs and above:</b></p> <ul style="list-style-type: none"> <li>• International / National – 20 marks</li> <li>• State / University – 10 marks</li> <li>• College – 5 marks</li> </ul> <p>(Marks / No. of Staff Involved)</p> <p><b>2. For proposals submitted for any of the above 50% of the allotted marks</b></p> <p><b>3. Organizing programs funded by the College</b></p> <ul style="list-style-type: none"> <li>• 5 marks per program</li> <li>• (Marks / No. of Staff Involved)</li> </ul> <p><b>4. Organizing industrial / Field visits / Study tours / Any such programs</b></p> <ul style="list-style-type: none"> <li>• Duration minimum 1 day</li> <li>• 5 marks per activity</li> </ul> <p>(if total exceeds 20, it is treated as 10)</p>			5	
TOTAL	G=		$\Sigma W=5$	$\Sigma WX=$
Criterion 7 Grade Point Average = $\Sigma WX / \Sigma W$				



### 8. ACADEMIC GROWTH (WEIGHTAGE 5)

PARTICULARS	ACTUAL SCORE	Out of 10 X	WEIGHTAGE W	WX
<p><b>1. Seminars / Workshops / Conferences / Training programs attended (Offline)</b></p> <p><b>For one day duration</b> International -15 / National - 10 / State or Others – 5 marks</p> <p><b>For more than one day</b> International – 20 / National – 15 / State or Others -10 marks</p> <p><b>2. BOE/BOS members of other Institutions</b></p> <ul style="list-style-type: none"> <li>• 10 marks per institution</li> </ul> <p><b>3. Additional Qualifications Acquired in the Assessment Year</b></p> <ul style="list-style-type: none"> <li>• NET / SLET / PhD - 20 marks</li> <li>• Diploma Courses / Online Certificate Courses by the recognized Institutions (min duration 20 hours) - 10 marks</li> </ul> <p>(if total exceeds 20, it is treated as 10)</p>			3	
<p><b>4. General Publications (Subject Related)</b></p> <ol style="list-style-type: none"> <li>1. Books Authored – 10 marks per book</li> <li>2. Books Co-Authored - 5 marks per book</li> <li>3. Books edited / re-published / Book Chapters - 3 marks per book</li> <li>4. No of Articles published in Magazines / Newspapers – 5 per article</li> <li>5. Radio / TV talks – 5 marks per program</li> </ol> <p>Note: minimum book length is 50 pages.</p> <p><b>5. Awards / Recognition received from Government / Semi-Government / Public Undertakings Organizations - (Other than Particular 3 above)</b></p> <ul style="list-style-type: none"> <li>• International / National level - 20 marks</li> <li>• State level – 10 marks</li> <li>• District level – 5 marks</li> </ul> <p>(If total exceeds 20 ,it is treated as 10)</p>			2	
<b>TOTAL</b>	H=		$\Sigma W=5$	$\Sigma WX=$
<b>Criterion 8 Grade Point Average = <math>\Sigma WX/\Sigma W</math></b>				





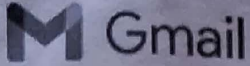
**Any Significant Contribution Made / Proposed To Be Done (Write Here)**

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**Overall Opinion: (Rate out of 5): 10% of the total PBSA score**

HOD (Rate out of 5)	Dean / HOI (Rate out of 5)





SDM Law College &lt;sdmlaw@gmail.com&gt;

**PBSA 2023****PBSA SDM Educational Society Ujire** <pbsa@sdmesociety.in>

Wed, Jan 17, 2024 at 12:30 PM

To: principal@sdmcejire.in, sdmcbm@sdmcbm.ac.in, SDMAH <sdmcbh@gmail.com>, principal@sdmmkmysore.in, college@sdmcahassan.org, sdmcau@gmail.com, sdmcnys@gmail.com, principal@sdmcet.ac.in, office@sdmit.in, sdmlaw@gmail.com, pgcenter@sdmcejire.in, sdmcbm@gmail.com

Cc: SDM Educational Society Ujire <ho@sdmesociety.in>, Satheeshchandra S <satheeshchandra.s@sdmesociety.in>

Respected Sir / Madam,

Greetings of the day!

The **Performance Based Self Appraisal (PBSA) - 2023** has been initiated, and the format for submission, along with the detailed instructions, is attached herewith.

Your cooperation and active participation in the process are crucial for its success. We value your insights and commitment to fostering a culture of continuous improvement within our organization.









**Last date for submission of PBSA after verification at institution level is 05 February 2024.**

Kindly do the needful.

**NOTE: The PBSA 2023 for CLINICAL staff (Ayurveda & CNYS) will be sent by January 20, 2024.**

Thanks and regards,  
PBSA Team  
SDME Society, Ujire.

**8 attachments**

-  **SDMES\_PBSA\_2023.xlsm**  
902K
-  **PBSA\_2023\_Instructions.pdf**  
212K
-  **PBSA\_2023\_FORMAT-5.docx**  
17K
-  **PBSA\_2023\_FORMAT-1.docx**  
14K
-  **PBSA\_2023\_FORMAT-2.docx**  
14K
-  **PBSA\_2023\_FORMAT-3.docx**  
16K
-  **PBSA\_2023\_FORMAT-4.docx**  
15K
-  **PBSA\_2023\_FORMAT-6.docx**  
14K



Dear Sir/ Madam,

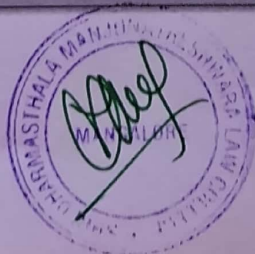
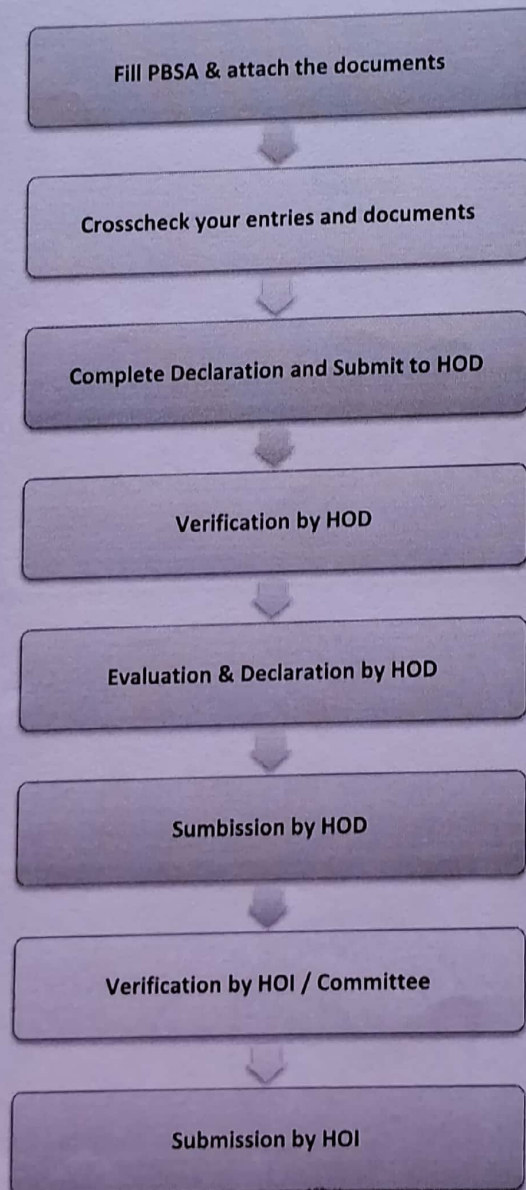
**The Performance Based Self Appraisal (PBSA) - 2023** is initiated and the format for submission is attached herewith. The general instructions related to filling, preparing & uploading supporting documents and submitting the form are as follows:

- 1) The PBSA is applicable for the calendar year **2023**.
- 2) The faculty members who have worked for at **least 6 months** in the calendar year 2023 (1st Jan to 31st Dec 2023) are eligible for PBSA analysis and must submit the completed form with supporting documents before the due date.
- 3) Before filling in the form, read the instructions carefully and follow the same while filling.
- 4) The PBSA form is a 'macro enabled excel' file created in the **Office 2016** version. Hence, you are advised to use the suitable excel version to avoid errors.
- 5) Only clear, appropriate and certified documents are to be uploaded/ attached as supporting documents.
- 6) One activity / document should not be used for more than one claims.
- 7) Once filled, the faculty member should send the form to the concerned HoD with **his name as file name**. (Excel File is Macro Enabled - Do not change the file extension (.xlsm) when renaming the file)
- 8) HoD should verify the entries & supporting documents of all the faculty members carefully. Then he/she must complete the declaration in the "**DECLARATION\_HOD\_HOI**" page. (For HoDs, this step is carried out by HoI)
- 9) Then HoD should collect all verified PBSA forms of his/ her department in a separate folder with the name of the department as the folder name and submit the same to HoI (Refer the chart given below for naming the files and folders)
- 10) The HoI, through suitable college level committee, must verify the submitted forms for correctness. All the verified forms (in department-wise folders) are collected in a folder with the name of the institute as the folder name and Share the institute folder (containing PBSA formats in department-wise folders) with [pbsa@sdmesociety.in](mailto:pbsa@sdmesociety.in) with Edit permission. (Refer the chart given below for naming the files and folders)

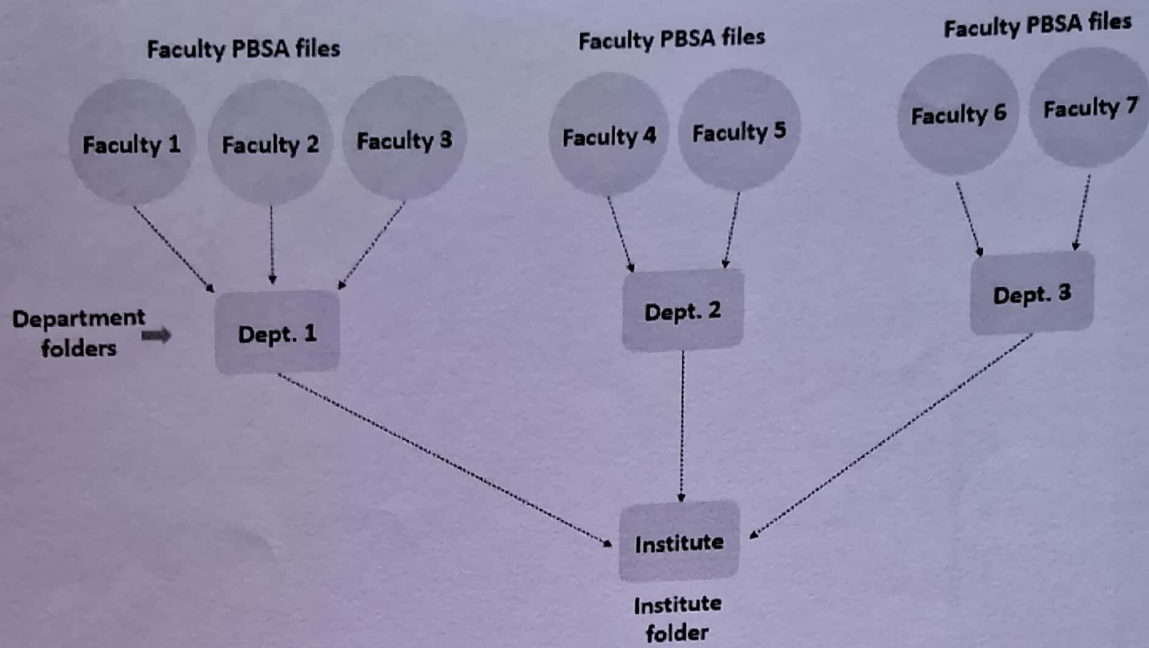


- 11) Last date to submit **PBSA 2023** after due verification at college level is **05 FEBRUARY 2024**
- 12) Please note that wrong claims by any faculty in any department in any form will lead to disqualification of all PBSA formats of the department. And the institute should conduct an enquiry and submit proper explanation for that.
- 13) In case of any doubts/clarification you can mail your queries to the mail id [pbsa@sdmesociety.in](mailto:pbsa@sdmesociety.in)

### FLOWCHART OF THE PBSA PROCESS



Flowchart for submission of PBSA at institution level.



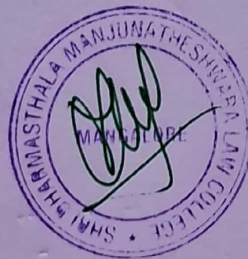
**Note:** All typed documents (if any) should be attested by HoD / HoI as the case may be. (Digital Signature is NOT allowed)



**SCREENSHOT OF EMAIL - PBSA 2023  
SENT BY THE COLLEGE**

The screenshot shows a Gmail interface with the following details:

- Search:** pbs
- Compose:** Button visible.
- Left Sidebar:** Lists folders (Inbox: 391, Snoozed, Important, Sent, Drafts: 5, Categories, More) and labels (KSLU Exam, Lecture post application..., LLM, Management, Management Mail, NAAC letters, PBSA 2023, Personal, Teaching Plan 2021-22, Teaching Plan 2022-23, Teaching Plan 2023-24, More).
- Email Header:** PBSA 2023 (PBSA 2023) [Inbox]
- Sender:** SDM Law College <sdmlaw@gmail.com>
- Recipient:** to: Balika, Mahesh, santhosh, sarikara18, ujjwala, Rakshith, deepasolian, deepa8sallen, vinutha, ravindrakrajput, ravi, Adv, sumasureshkogilgori, Shubhalakshmi, AI
- Date:** Fri, Jan 19, 10:23 AM
- Body:**
  - Respected Sir/Madam,
  - Fill and submit the details on or before 30/01/2024.
  - Thanking you, with regards,
  - Principal  
SDM Law College  
Mangalore
  - Go Green Initiative : Kindly Print this page only if needed.**
  - One attachment • Scanned by Gmail
  - Attachment: COLLEGE PBSA 2023 (Image placeholder with 'X')



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PRINCIPAL : 2492636

OFFICE : 4294360

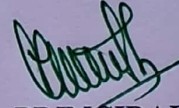
**Verification of PBSA**

This is to inform the members mentioned below to verify PBSA records submitted by our teachers. This committee has been formed to verify and authenticate inputs submitted for PBSA and report to HOI at the earliest.

**2023-24**

**Name of Faculty**

01. Dr.Chandralekha V.
02. Dr.Suma Suresh Kogilgeri
03. Mr.Amith



**PRINCIPAL  
PRINCIPAL**

Shri Dharmasthala Manjunatheshwara  
Law College, Mangaluru



**PBSA 2023**

Revised Final Salary with Weightage SEMS PBSA 2023 - Final

File Home Insert Page Layout Formulas Data Review View Help Round PBSA Tell me what you want to do

### PBSA 2023 - SUMMARY

EMPLOYEE DETAILS		CATEGORY				GRADE POINT AVERAGE ACROSS CRITERIA								
		ACTUAL MARKS	MARKS (G.10)	WEIGHTAGE (W)	W.P.									
COLLEGE	SDM Law College, Mangaluru	1. ACADEMICS - A	203	8.6	35	300	1. ACADEMICS - A <span style="float: right;">6.6</span>							
NAME	MS. SUMA SURESH KODILGERI	2. ACADEMICS - B	205	7.2	10	72	2. ACADEMICS - B <span style="float: right;">7.2</span>							
DESIGNATION	ASSISTANT PROFESSOR	4. RESEARCH - A	10	3.3	25	83	3. RESEARCH - A <span style="float: right;">3.3</span>							
DEPARTMENT	Law	5. RESEARCH - B	29	9.7	10	97	4. RESEARCH - B <span style="float: right;">9.7</span>							
EXPERIENCE (YRS)	8.5	6. EXTENSION, CONSULTENCY, STUDENT SUPPORT & GOVERNANCE	50	5.0	10	50	5. EXTENSION AND CONSULTENCY <span style="float: right;">5.0</span>							
EMAIL ID	sumasureshkodilgeri@sdmlc.ac.in	7. ORGANISATION OF PROGRAMMES	0	6.4	5	2	6. ORGANISATION OF PROGRAMMES <span style="float: right;">6.4</span>							
MOBILE NO.	998686290	8. ACADEMIC GROWTH	20	6.0	5	30	7. ACADEMIC GROWTH <span style="float: right;">6.0</span>							
		TOTAL SCORE	517		100	633								
		OVERALL GRADE POINT AVERAGE (GPA)					6.3							

PRINT SUMMARY

SAVE & CLOSE

**FINAL RESULT**

OVERALL GRADE POINT AVERAGE : 6.3

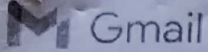
GRADE OBTAINED : B

GENERAL TEST EMP DETAIL APTITUDE TEST DECLARATION DECLARATION/HOD/HOI SUMMARY PRINT 106

Accessibility: Investigate





**Fwd: Workshop - ORIENTATION PROGRAMME ON OFFICE MANAGEMENT FOR OFFICE STAFF**

2 messages

SDM Educational Society Ujire &lt;ho@sdmesociety.in&gt;

Fri, Jul 14, 2023 at 6:31 PM

To: SDMCBM Mangalore &lt;sdmcbm@sdmcbm.ac.in&gt;, SDM College of Business Management &lt;sdmcbm@gmail.com&gt;, SDM Law College &lt;sdmlaw@gmail.com&gt;, "SDM CBSE School, Mangalore" &lt;office@sdmsmangaluru.com&gt;

Dear Sir,

It is decided to conduct a **workshop - ORIENTATION PROGRAMME ON OFFICE MANAGEMENT FOR OFFICE STAFF** for the benefit of all the Office Staff of our various Institutions on July 15th, 2023 at 1.30 pm in the **Rathnathraya Auditorium, SDM PU College, Uire** till 5.30 pm. Mr Krishna Mohan, MBA, a National Trainer and Resource Person will be taking a session on Soft Skills, Office Management and interpersonal relations. Separate sessions will be taken by Software Team, Accounts Team. Audit Team and General Administration Section to update the gathered office staffs and also to address the queries if any.

In view of the above, HOIs are advised to send their all Office Staffs to attend the workshop at the above mentioned Vene sharply at 1.30 pm without fail. The Workshop will be inaugurated by Dr Satheeshchandra, Secretary, SDME Society and Sri D Harshendra Kumar, Secretary, SDME Society, will address the gathering in the valedictory function.

All HOIs are requested to acknowledge the mail and inform the exact number of staff with their names participating in the workshop from their respective Institutions by return mail.

<b>Date &amp; Time</b>	<b>15.07.2023, Saturday at 1:30 PM to 5:30 PM</b>
<b>Venue</b>	<b>Rathnathraya Auditorium, SDM PU College, Uire</b>

With Regards,

**Executive Officer**

S.D.M EDUCATIONAL SOCIETY (R),  
UJIRE -574 240  
BELTHANGADY TALUK  
DAKSHINA KANNADA  
Ph.: 08256-236225 / 236488  
FAX : 08256-236220

SDM Law College <sdmlaw@gmail.com>  
To: SDM Educational Society Ujire <ho@sdmesociety.in>

Sat, Jul 15, 2023 at 11:59 AM

Respected Sir,

with reference to your mail, I am sending following staff members of our college for the Orientation Programme.

1. Mrs. Sahana
2. Mr. Suresh Lamani
3. Mrs. Arunakshi
4. Mrs. Thanuja
5. Mrs. Asha

Thanking you,  
Yours sincerely,  
Principal  
SDM Law College  
Mangalore

Principal  
SDM Law College  
Mangalore



॥ॐ ಶ್ರೀ ಮಂಜುನಾಥಾಯ ನಮಃ॥

ಶ್ರೀ ಧರ್ಮಸ್ಥಳ ಮಂಜುನಾಥೇಶ್ವರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳು (ರಿ) ಉಜಿರೆ - 574 240

ದಿನಾಂಕ: 16-05-2023

ರಿಗೆ,

ಪ್ರಾಂಶುಪಾಲರು/ಮುಖ್ಯ ಶಿಕ್ಷಕರು,

Workshop on "Personality Development" for attendees  
ಮಾನ್ಯರೇ, held on 24<sup>th</sup> May, 2023, organised by SDME Society (R)  
Ujire.

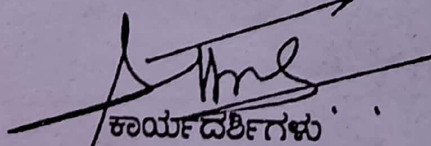
ಶ್ರೀ ಧರ್ಮಸ್ಥಳ ಮಂಜುನಾಥೇಶ್ವರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳ ಆಡಳಿತಕ್ಕೆ ಒಳಪಟ್ಟ ಶಾಲಾ-  
ಕಾಲೇಜುಗಳ ಅಟೆಂಡರ್‌ಗಳಿಗೆ "ವ್ಯಕ್ತಿತ್ವ ವಿಕಸನ" ದ ಕಾರ್ಯಾಗಾರ ಏರ್ಪಡಿಸಲಾಗಿದೆ.

ಈ ಕಾರ್ಯಾಗಾರದಲ್ಲಿ ತಮ್ಮ ಸಂಸ್ಥೆಯ ಎಲ್ಲಾ ಅಟೆಂಡರ್‌ಗಳು ತಪ್ಪದೆ  
ಹಾಜರಾಗುವಂತೆ ಕ್ರಮ ಕೈಗೊಳ್ಳುವುದು.

ತರಬೇತಿಯಲ್ಲಿ ಭಾಗವಹಿಸುವ ಪ್ರತಿನಿಧಿಗಳಿಗೆ ಮಧ್ಯಾಹ್ನದ ಭೋಜನದ ವ್ಯವಸ್ಥೆ  
ಶ್ರೀ ಸಿದ್ಧವನ ಗುರುಕುಲದಲ್ಲಿ ಮಾಡಲಾಗಿದ್ದು, ಎಲ್ಲಾ ಅಟೆಂಡರ್‌ಗಳು ಅಲ್ಲಿಯೇ ಭೋಜನ  
ಸ್ವೀಕರಿಸುವಂತೆ ಮಾರ್ಗದರ್ಶನ ನೀಡುವುದು.

ಸ್ಥಳ	ಶ್ರೀ ಸಿದ್ಧವನ ಗುರುಕುಲ
ದಿನಾಂಕ	24-05-2023ನೇ ಬುಧವಾರ (ಸಮಯ: ಅಪರಾಹ್ನ 1.30ರಿಂದ 5.00 ರವರೆಗೆ)
ನೋಂದಾವಣೆ	- 12.30 ರಿಂದ 1-00
ಭೋಜನ	- 1.00 ರಿಂದ 1.30
ಸಂಪನ್ಮೂಲ ವ್ಯಕ್ತಿ	ಶ್ರೀ ಸತೀಶ್ ಭಟ್, ಬಿಳಿನೆಲೆ - ಮುಖ್ಯ ಶಿಕ್ಷಕರು - ಜೇಸೀ ತರಬೇತುದಾರರು - ಬಿಳಿನೆಲೆ.

ವಂದನೆಗಳೊಂದಿಗೆ,

  
ಕಾರ್ಯದರ್ಶಿಗಳು

Secretary  
S.D.M. EDUCATIONAL SOCIETY (R)  
UJIRE - 574 240



||ಓಂ ಶ್ರೀ ಮಂಜುನಾಥಾಯ ನಮಃ||

ಶ್ರೀ ಧರ್ಮಸ್ಥಳ ಮಂಜುನಾಥೇಶ್ವರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳು (ರಿ) ಉಜಿರೆ - 574240

ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳ ಸಿಬ್ಬಂದಿಗಳಿಗೆ

“ವ್ಯಕ್ತಿತ್ವ ವಿಕಸನ” ದ ಕಾರ್ಯಾಗಾರ

PERSONALITY DEVELOPMENT WORKSHOP

ದಿನಾಂಕ 24-05-2023 ರಂದು ಅಪರಾಹ್ನ 1:45 ಗಂಟೆಗೆ

ಉದ್ಘಾಟನೆ : ಡಾ. ಸತೀಶ್ಚಂದ್ರ ಎಸ್,

ಕಾರ್ಯದರ್ಶಿಗಳು,

ಶ್ರೀ ಧರ್ಮಸ್ಥಳ ಮಂಜುನಾಥೇಶ್ವರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳು (ರಿ) ಉಜಿರೆ

ಸಂಪನ್ಮೂಲ ವ್ಯಕ್ತಿ:

ಶ್ರೀ ಸತೀಶ್ ಭಟ್, ಬಿಳಿನೆಲೆ

ಮುಖ್ಯ ಶಿಕ್ಷಕರು, ಶ್ರೀ ರಾಮಕುಂಜೇಶ್ವರ ಕನ್ನಡ ಮಾಧ್ಯಮ ಪ್ರೌಢಶಾಲೆ, ರಾಮಕುಂಜ

ಸಮಾರೋಪ ಸಮಾರಂಭ ಸಂಜೆ 4.30 ಗಂಟೆಗೆ

ಸಮಾರೋಪ ಭಾಷಣ ಹಾಗೂ ಮಾರ್ಗದರ್ಶನ:

ಶ್ರೀ ಡಿ. ಹರ್ಷೇಂದ್ರ ಕುಮಾರ್,

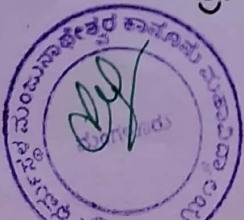
ಕಾರ್ಯದರ್ಶಿಗಳು,

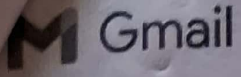
ಶ್ರೀ ಧರ್ಮಸ್ಥಳ ಮಂಜುನಾಥೇಶ್ವರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳು (ರಿ) ಉಜಿರೆ

ಆತ್ಮೀಯ ಸ್ವಾಗತವನ್ನು ಬಯಸುವ,

ಕಾರ್ಯದರ್ಶಿಗಳು,

ಶ್ರೀ ಧರ್ಮಸ್ಥಳ ಮಂಜುನಾಥೇಶ್ವರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳು (ರಿ) ಉಜಿರೆ.





SDM Law College &lt;sdmlaw@gmail.com&gt;

## Fwd: Details of attenders

Wed, Apr 26, 2023 at 4:40 PM

SDM Law College <sdmlaw@gmail.com>  
To: SDM Educational Society Ujire <ho@sdmesociety.in>

**SHRI DHARMASTHALA MANJUNATHESHWARA LAW COLLEGE AND CENTRE FOR  
POST GRADUATE STUDIES AND RESEARCH IN LAW, MANGALURU**

**DETAILS OF ATTENDERS**

ಕ್ರಮ ಸಂಖ್ಯೆ	ಹೆಸರು	ಲಿಂಗ	Service	Remarks
01	ಕೆ.ವಿಶ್ವನಾಥ ಗೌಡ	ಗಂಡು	32 ವರ್ಷ	ಅನುದಾನಿತ ಸಿಬ್ಬಂದಿ
02	ದೇರಣ್ಣ ಸಿ. ಹೆಚ್.	ಗಂಡು	20 ವರ್ಷ	ಅನುದಾನಿತ ಸಿಬ್ಬಂದಿ
03	ರಂಜಿತ್ ನಾಯ್ಕ್ ಎಸ್.	ಗಂಡು	06 ವರ್ಷ	ಅನುದಾನಿತ ಸಿಬ್ಬಂದಿ
04	ತೇಜಸ್ ರಾವ್	ಗಂಡು	01 ವರ್ಷ	ಅನುದಾನ ರಹಿತ ಸಿಬ್ಬಂದಿ

ಪ್ರಾಂಶುಪಾಲರು

Principal  
SDM Law College  
Mangalore

**Go Green Initiative : Kindly Print this page only if needed.**

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Hon'ble Secretary addressing attendees during workshop





Group D Employees attending workshop



Non-teaching staff meeting

Feedback session



**SHRI DHARMASTHALA MANJUNATHESHWARA LAW COLLEGE  
CENTRE FOR POST GRADUATE STUDIES & RESEARCH IN LAW  
MANGALORE**

**NON-TEACHING  
STAFF MEETING  
2017-2023**





Principal welcomed all the Non-Teaching staff to the staff meeting on 02-05-2018.

1. Results of Second PUC shall be announced by May Second week, so Principal instructed all the staff to follow the admission procedure and guide the students and parents in all respect and do the admission for B.A.LL.B. , BBA.LL.B. and LLB 3 years courses as per allotted procedure.
2. Rotation of duty done among Group D staff with effect from June for next one year and they have been instructed to do their duty with utmost ease particularly in maintaining cleanliness of class room, Seminar Hall, Staff Room, Office, Auditorium, Campus etc.
3. As the Annual Budgeting is scheduled so principal informed the office staff to compute the budget exercise for Grant and Non Grant accounts more efficiently and submit same for final discussion with the Management.
4. Principal informed that since the NAAC work i.e. collection of documents, bills, voucher etc. in progress all the non-teaching staff are instructed to cooperate with faculty in providing these details
5. Meeting ended with vote of thanks

#### Names of the Staff

1. K.R.Kamath
2. Vinod Kumar
3. Shailesh N.
4. Dharma Naik
5. Sahana Jain
6. Kalpana
7. Suresh Lamani
8. Sarvesh
9. Deranna
10. Ranjith Naik
11. Vishwanath
12. Shubhachandra
13. Kumara
14. Sesappa



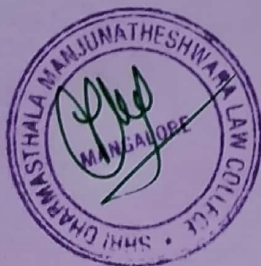
PRINCIPAL  
Shri Dharmasthala Manjunatheshwara  
Law College, Mangaluru

Principal welcomed all the Non-Teaching staff to the staff meeting on 02-05-2019 at 12.30p.m.

1. Company secretary and ICWAI examination are scheduled in the month of June. Principal instructed all the Non-Teaching Staff to their examination duty very carefully and efficiently.
2. As the Semester examination are scheduled in the month of January, Principal instructed all the Non-Teaching Staff, to do examination duty very carefully and efficiently and cooperate with teaching faculty.
3. Company Secretary and ICWAI examinations are scheduled in the month of June. Principal instructed Group D staff to cooperate in all respect in conducting the exams very smoothly.
4. Principal informed that since the NAAC work i.e. collection of documents, bills, voucher etc. in progress all the non-teaching staff are instructed to cooperate with faculty in providing these details.
5. As the KSLU examination fee collection is scheduled in May. Principal informed to prepare list of classwise fee collection and remit to the university along with application with full cooperation by office staff.
6. Meeting ended with vote of thanks.

#### Names of the Staff

1. K.R.Kamath *K.R.Kamath*
2. Vinod Kumar *Vinod Kumar*
3. Shailesh N. *Shailesh N.*
4. Dharma Naik *Dharma Naik*
5. Sahana Jain *Sahana Jain*
6. Kalpana *Kalpana*
7. Suresh Lamani *Suresh Lamani*
8. Sarvesh *Sarvesh*
9. Deranna *Deranna*
10. Ranjith Naik *Ranjith Naik*
11. Vishwanath *Vishwanath*
12. Shubhachandra *Shubhachandra*
13. Kumara *Kumara*
14. Sesappa *Sesappa*



*[Signature]*  
PRINCIPAL  
Shri Dharmasthala Manjunatheshwara  
Law College, Mangaluru

Principal welcomed all the Non-Teaching staff to the staff meeting on 05-05-2020 at 11.30a.m.

1. Principal informed all the Non-Teaching staff that our Management has instructed to follow the government guidelines in connection with corona issue and act accordingly as per the rules.
2. Meeting called in connection with next academic year admission process/formalities printing admission applications, seat allotment criteria's / procedures etc.
3. Meeting called in connection with ensuing University semester examinations, duty allotments and other arrangements also discussed.
4. Meeting ended with vote of thanks.

#### Names of the Staff

1. K.R.Kamath *cel*
2. Vinod Kumar *VK*
3. Shailesh N. - *Shailesh*
4. Dharma Naik *Dharma*
5. Sahana Jain *Sahana Jain*
6. Kalpana *Kalpana*
7. Suresh Lamani *Suresh*
8. Sarvesh *Sarvesh*
9. Deranna *Deranna - C.V*
10. Ranjith Naik *Ranjith Naik*
11. Vishwanath *Vishwanath*
12. Shubhachandra *Shubhachandra*
13. Kumara *Kumara*
14. Sesappa *Sesappa*



*[Signature]*  
PRINCIPAL  
Shri Dharmasthala Manjunatheshwara  
Law College, Mangaluru

Principal welcomed all the Non-Teaching staff to the staff meeting on 01-03-2021 at 10.30a.m.

1. Principal informed all the Non-Teaching staff that our Management has instructed to follow the government guidelines in connection with corona issue and act accordingly as per the rules.
2. Discussion in connection with Moot Court Competition arrangements and accommodations to the guests and participants of the competition.
3. Meeting ended with vote of thanks.

#### Names of the Staff

1. K.R.Kamath *K.R.Kamath*
2. Vinod Kumar *Vinod Kumar*
3. Shailesh N. *Shailesh N.*
4. Dharma Naik *Dharma Naik*
5. Sahana Jain *Sahana Jain*
6. Kalpana *Kalpana*
7. Suresh Lamani *Suresh Lamani*
8. Sarvesh *Sarvesh*
9. Thejaswini *Thejaswini*
10. Deranna *Deranna - C.Y.*
11. Ranjith Naik *Ranjith Naik*
12. Vishwanath *Vishwanath*
13. Shubhachandra *Shubhachandra*
14. Kumara *Kumara*
15. Sesappa *Sesappa*



*[Signature]*  
PRINCIPAL  
Sri Dharmasthala Manjunatheshwara  
Law College, Mangaluru

Principal welcomed all the Non-Teaching staff to the staff meeting on 28-05-2022 at 4.30p.m.

1. Discussions in respect of printing prospectus, college calendar, admitting students to next higher classes/semester on the basis of their eligibility and performance.
2. Meeting regarding the visit to Dharmasthala along with first year newly admitted students and meeting our President for his blessings.
3. Raised concerns about cleanliness in the college campus, therefore the concerned were informed to maintain the clean campus in a hygienic way.
4. Discussed regarding the work allotment among the office staff and other arrangements to be made in connection with maintenance of class rooms repairs of electrical equipment's/fitting, plumbing work, garden maintenance etc.
5. Meeting ended with vote of thanks.

#### Names of the Staff

1. K.R.Kamath
2. Shailesh N. - *Shailesh N.*
3. Dharma Naik *Dharma Naik*
4. Sahana Jain *Sahana Jain*
5. Kalpana *Kalpana*
6. Suresh Lamani *Suresh Lamani*
7. Sarvesh *Sarvesh*
8. Tanuja S Devadiga
9. Thejaswini *Thejaswini*
10. Deranna *Deranna - ck*
11. Ranjith Naik S *Ranjith Naik S*
12. Vishwanath *Vishwanath*
13. Shubhachandra *Shubhachandra*
14. Kumara *Kumara*
15. Sesappa *Sesappa*



*[Signature]*  
PRINCIPAL  
Sri Dharmasthala Manjunatheshwara  
Law College, Mangaluru

Principal welcomed all the Non-Teaching staff to the staff meeting on 05-11-2022 at 12.00 noon.

1. Concluded KSLU semester examinations. Discussed regarding the work allotment among the office staff and other arrangements to be made in connection with maintenance of class rooms repairs of electrical equipment's/fitting, plumbing work, garden maintenance etc. in view of commencement of even semester.
2. Discussion in connection with Yakshotsava intercollegiate competition and other programs. Including college day celebrations.
3. Meeting ended with vote of thanks.

#### Names of the Staff

1. Shailesh N. - Shailesh N.
2. Dharma Naik - Dharma Naik
3. Sahana Jain - Sahana Jain
4. Kalpana - Kalpana
5. Suresh Lamani - Suresh Lamani
6. Sarvesh - Sarvesh
7. Tanuja S Devadiga - Tanuja S Devadiga
8. Thejaswini - Thejaswini
9. Asha - Asha
10. Deranna - Deranna
11. Ranjith Naik - Ranjith Naik
12. Vishwanath - Vishwanath
13. Shubhachandra - Shubhachandra
14. Kumara - Kumara
15. Sesappa - Sesappa



PRINCIPAL  
Shri Dharmasthala Manjunatheshwara  
Law College, Mangaluru

Principal welcomed all the Non-Teaching staff to the staff meeting on 07-10-2023 at 4.30a.m.

1. Meeting called in connection with next academic year admission process/formalities printing admission applications, seat allotment criteria's / procedures etc.
2. Discussions in respect of printing prospectus, college calendar, admitting students to next higher classes/semester on the basis of their eligibility and performance.
3. Meeting regarding the visit to Dharmasthala alongwith first year newly joined students and meeting our President for his blessings.
4. Discussed regarding the work allotment among the office staff and other arrangements to be made in connection with maintenance of class rooms repairs of electrical equipment's/fitting, plumbing work, garden maintenance etc.
5. Meeting ended with vote of thanks.

#### Names of the Staff

1. Shailesh N. - Shailesh N.
2. Dharma Naik - Dharma Naik
3. Sahana Jain - Sahana Jain
4. Kalpana - Kalpana
5. Sarvesh - Sarvesh
6. Tanuja S Devadiga - Tanuja S Devadiga
7. Thejaswini - Thejaswini
8. Asha - Asha
9. Deranna - Deranna
10. Ranjith Naik - Ranjith Naik
11. Vishwanath - Vishwanath
12. Shubhachandra - Shubhachandra
13. Kumara - Kumara
14. Sesappa - Sesappa



  
PRINCIPAL  
Shri Dharmasthala Manjunatheshwara  
Law College, Mangaluru

Principal welcomed all the Non-Teaching staff to the staff meeting on 24-04-2023 at 4.30p.m.

1. Discussion regarding even semester reopening process. Preparing time table and duty allotments and other arrangements.
2. Discussion in connection with Moot Court Competition arrangements and accommodations to the guests and participants of the competition.
3. Meeting ended with vote of thanks.

#### Names of the Staff

1. Shailesh N. *Shailesh N*
2. Dharma Naik *Dharma Naik*
3. Sahana Jain *Sahana Jain*
4. Kalpana *Kalpana*
5. Suresh Lamani *Suresh Lamani*
6. Sarvesh *Sarvesh*
7. Tanuja S Devadiga *Tanuja S Devadiga*
8. Thejaswini *Thejaswini*
9. Asha *Asha*
10. Deranna *Deranna*
11. Ranjith Naik *Ranjith Naik*
12. Vishwanath *Vishwanath*
13. Shubhachandra *Shubhachandra*
14. Kumara *Kumara*
15. Sesappa *Sesappa*



*[Signature]*  
PRINCIPAL  
Shri Dharmasthala Manjunatheshwara  
Law College, Mangaluru



Non-Teaching staff meeting held on **13-11-2023** in the Principal Chamber at 11.00a.m.

**Distribution of Work for Office Staff**

1. **Classroom Maintenance:** Daily inspections and cleaning are to be managed. Any issues should be reported and addressed promptly.
2. **Floor Duty:** Staff are responsible for monitoring cleanliness and maintaining order in common areas. A duty schedule will be distributed.
3. **Additional Duties:** Tasks include collecting absentee lists from classrooms and ensuring the timely ringing of the bell for class hours.

The meeting concluded with a vote of thanks.

**Staff members present.**

1. Shailesh, N. *Shailesh N*
2. Dharma Naik, S. *Dharma Naik*
3. Sahana Jain M. *Sahana Jain M*
4. Kalpana *K S*
5. Sarvesh *Sarvesh*
6. Ranjit *Ranjit*
7. Thanuja *Thanuja*
8. Asha *Asha*
9. Thejaswini *Thejaswini*
10. Dheranna *Dheranna*
11. Vishawanath G.K. *Vishwanath G.K.*
12. Shubhachandra *Shubhachandra*
13. Kumar Salian *Kumar Salian*
14. Sesappa *Sesappa*
15. Keerthish *Keerthish*
16. Nagaveni *Nagaveni*



22.23

Faculty in-charge of the event: Ravindra K Rajput	
Committee/ Cell Name: IQAC	
Event Title: Training programme for Administrative staff	
Event Type: Seminar/ Conference/ Guest Lecture/Workshop/Extension Activity	
Specify if any other: Orientation.	
Event Date(s) 04 March - 2023	
Venue: Seminar Hall	
Number of Participants: 22	
Guest(s)/ Dignitaries	Designation/ Affiliation
1. Smt. Usha Bhat	
2. Sri. Karthik Anand	
3. Sri. Rohit	
4. Mrs. Nelwithe Moronha.	
5.	
6.	

Summary of the event/ Additional information  
Report.

→ The program was inaugurated by Smt Usha Bhat & it was presided by Dr. Thoranatha.

→ The first session was taken up by Smt Usha Bhat & she highlighted on building relationship at workplace & related matter with group discussion.

→ The second session was split in 2 parts

- Sri Karthik Anand - gave a hands on session on usage of Google Drive [Google sheet] - for SDA & ADA & Managers.
- Sri Rohit : gave a hands on session on usage of PPT & Mic system - for peers & attendees

→ session III - was handled by Smt Nelwithe Moronha where group activities were taken up.



Sl. No	Contents	Page No.	
		From	To
1	Brief/ Detailed Report	✓	
2	Brochure/ Invitation	✓	
3	Program Schedule	✓	
4	Photos	✓	
5	List of Participants (attendance)	✓	
6	Meeting Proceedings		/
7	Review Meeting Proceedings		
8	News Clippings		

Date:

Name and Signature

Ravindra K. P. P. P.



**Shri Dharmasthala Manjunatheshwara Law College**  
**Centre for Post Graduate Studies & Research in Law**

M.G. Road, Kodialbail, Mangalore, Karnataka, India - 575 003.

Telephone: +91824-2494360; Email: [sdmlaw@gmail.com](mailto:sdmlaw@gmail.com)

NAAC Re-accredited 'B++' CGPA : 2.90

(Managed by SDME Society ® Ujire)



**President: Dr. D. Veerendra Heggade**

**Internal Quality Assurance Cell**  
**Organises**

**Training Programme**  
**for Administrative Staff**

**Date: 04<sup>th</sup> March, 2023**

**Venue: Seminar Hall,**  
**SDM Law College,**  
**Mangaluru.**

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**Presided by**  
**DR. THARANATH**  
Principal/Chairperson

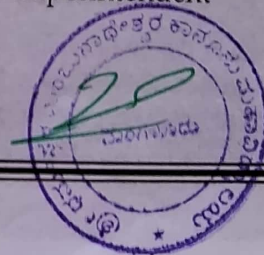
**Co-ordinators**

**DR. RAVINDRA K. RAJPUT**  
Asst. Professor / IQAC - Coordinator

**SRI. SANTHOSH KUMAR**  
Librarian

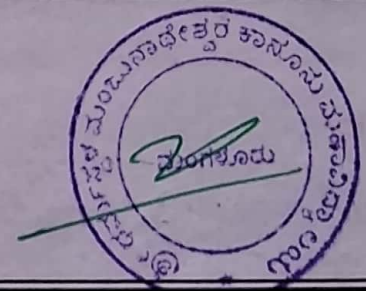
**SRI. SHAILESH N.**  
Office Superintendent

**SRI. DHARMA NAIK**  
Office Superintendent



## Programme Schedule

<b>Inauguration</b>	<b>9:30am – 10:00am</b>
<b>Session – 1</b> <b>Resource Person: Smt. Usha Bhat</b> <b>Topic: Handling Emotions, Building Relationship, Remaining Happy, Performance Excellence etc.</b>	<b>10:00am – 11:00am</b>
<b>Tea Break</b>	<b>11:00am – 11:30am</b>
<b>Session – 2 (Parallel Session)</b> <b>Resource Person: Sri Karthik Anand</b> <b>Topic: Usage of Google Drive and its applications.</b>	<b>11:30am – 12:30pm</b>
<b>Session – 2 (Parallel Session)</b> <b>Topic: Usage and Maintenance of Electronic Devices</b>	<b>11:30am – 12:30pm</b>
<b>Session – 3</b> <b>Resource Person: Mrs. Nelvita Noronha,</b> <b>Activity: Team building Activities</b>	<b>12.30pm – 1.30pm</b>
<b>Valedictory</b>	<b>1:30pm – 2:00pm</b>



Non Teaching staff

Session - III

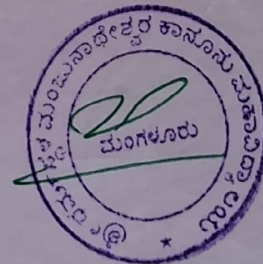
SL. NO.	NAME	
1	SRI SHAILESH N.	Shailesh N
2	SRI. DHARMA NAIK S.	Dharm
3	MRS. SAHANA JAIN. M	Sahana Jain M
4	SRI. SURESH LAMANI	Suresh Lamani
5	MRS. KALPANA	Kalpana
6	SRI. SARVESH	Sarvesh
7	MRS. THEJASWINI	Thejaswini
8	MRS. THANUJA	Thanuja
9	MRS. ASHA	Asha
10	SRI DERANNA .C.H	Deranna .C.H
11	SRI. RANJITH NAIK S	Ranjith Naik S
12	SRI VISHWANATHA	Vishwanatha
13	SRI SHUBHACHANDRA	Shubhachandra
14	SRI KUMARA	Kumara
15	SRI SESAPPA GOWDA	Sesappa Gowda
16	MRS. NAGA VENI	B Nagaveni
<b><u>LIBRARY STAFF</u></b>		
17	MRS. PRAMILA SUMAN D'SOUZA	PrAMILA
18	MS. ARUNAKSHI A	Arunakshi A
19	SRI RAMACHANDRA	Ramachandra
20	SRI. JANARDHANA	Janardhana
21	SRI. VASANTH PATIL	Vasanth Patil
22	SRI. TEJAS RAO	Tejas Rao



Non Teaching staff

Session I

SL. NO.	NAME	
1	SRI SHAILESH N.	Shailesh N
2	SRI. DHARMA NAIK S.	Dharma
3	MRS. SAHANA JAIN. M	Sahana Jain
4	SRI. SURESH LAMANI	Suresh Lamani
5	MRS. KALPANA	Kalpana
6	SRI. SARVESH	Sarvesh
7	MRS. THEJASWINI	Thejaswini
8	MRS. THANUJA	Thanuja
9	MRS. ASHA	Asha
10	SRI DERANNA .C.H	Deranna .ch
11	SRI. RANJITH NAIK S	Ranjith
12	SRI VISHWANATHA	Vishwanath
13	SRI SHUBHACHANDRA	Shubhas
14	SRI KUMARA	Kumara
15	SRI SESAPPA GOWDA	Sesappa
16	MRS. NAGAVENI	B. Nagaveni
	<u>LIBRARY STAFF</u>	
17	MRS. PRAMILA SUMAN D'SOUZA	PrAMILA
18	MS. ARUNAKSHI A	Arunakshi
19	SRI RAMACHANDRA	Rama chandra
20	SRI. JANARDHANA	Janardhana
21	SRI. VASANTH PATIL	Vasanth
22	SRI. TEJAS RAO	Tejas



Non Teaching staff

Session - II

SL. NO.	NAME	
1	SRI SHAILESH N.	Shailesh N
2	SRI. DHARMA NAIK S.	Dharma
3	MRS. SAHANA JAIN. M	Sahana Jain
4	SRI. SURESH LAMANI	Suresh
5	MRS. KALPANA	Kalpna
6	SRI. SARVESH	Sarvesh
7	MRS. THEJASWINI	Thejaswini
8	MRS. THANUJA	Thanuja
9	MRS. ASHA	Asha
10	SRI DERANNA .C.H	Deranna
11	SRI. RANJITH NAIK S	Ranjith
12	SRI VISHWANATHA	Vishwanath
13	SRI SHUBHACHANDRA	Shubhachandra
14	SRI KUMARA	Kumara
15	SRI SESAPPA GOWDA	Sesappa
16	MRS. NAGAVENI	B. Nagaveni
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19	SRI RAMACHANDRA	Ramachandra
20	SRI. JANARDHANA	Janardhana
21	SRI. VASANTH PATIL	Vasanth
22	SRI. TEJAS RAO	Tejas

