SKUAST-JAMMU BEST EXTENSION SCIENTIST AWARD

Guidelines for SKUAST-Jammu Best Extension Scientist Award

1. **Name of the Award:** SKUAST-Jammu Best Extension Scientist Award in ...... (Name of Faculty/ KVK)

2. **Sponsor of the award:** Sher-e-Kashmir University of Agricultural Sciences & Technology of Jammu (J&K)

3. **Objective of the award:**
   i. To provide recognition to outstanding extension scientists
   ii. To promote excellence in extension education and extension services of the University

4. **Nature of award:** These awards are meant for individual scientists who have shown outstanding performance as extension scientist including extension education as well as promotion of extension services of the University under different programmes/projects/schemes as well as publication of extension literature, books, papers and policy documents/monographs, etc. An individual award will consist of prize of Rs.20,000 (Rs. Twenty thousand) along with a citation for promoting innovations in extension education and services.

5. **Frequency & no. of awards:** Every Year (If no qualifying application is received, no award shall be given for that year). The number of awards shall be one in each of the following Faculties and Directorate:

<table>
<thead>
<tr>
<th>1. Faculty of Agriculture</th>
<th>01</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Faculty of Veterinary Sciences &amp; Animal Husbandry</td>
<td>01</td>
</tr>
<tr>
<td>3. Faculty of Basic Sciences</td>
<td>01</td>
</tr>
<tr>
<td>4. Faculty of Agricultural Engineering</td>
<td>01</td>
</tr>
<tr>
<td>5. Faculty of Horticulture &amp; Forestry</td>
<td>01</td>
</tr>
<tr>
<td>6. Faculty of Dairy Technology</td>
<td>01</td>
</tr>
<tr>
<td>7. Krishi Vigyan Kendras (Directorate of Extension)</td>
<td>01</td>
</tr>
</tbody>
</table>

**Total** 07

6. **Eligibility criteria:**
   a. The applicant must be regular faculty member of the University, including Krishi Vigyan Kendras, with minimum of 05 years of continuous experience.
   b. To be eligible for award a scientist should obtain a minimum score of 60% as per the prescribed score card.
Other criteria:

a. Only faculty members (Professor/Associate Professor/Assistant Professor/equivalents) are eligible. Deans/Directors are not eligible for the award.

b. Scientists who have once received SKUAST-Jammu Best Extension Scientist Award shall not be eligible for the award subsequently.

c. The extension work undertaken during the five years, preceding the year of the award, shall be considered for award.

d. The applicant must have at least satisfactory annual performance report.

e. The applicant is expected to be a role model extension worker and must not have been penalized or there should not be any enquiry pending against him/her.

7. Administration of the award: The award will be administered by the SKUAST-Jammu through Directorate of Extension.

8. Procedure: Director Extension and Deans of the faculties shall call for applications for the award on the prescribed application form (Annexure-I) at the end of each academic session. Application must be routed through proper channel. The applications received by the Dean of respective faculty shall be scrutinized by the Faculty Level Evaluation & Judging Committee.

9. Composition of Extension Evaluation & Judging Committee:

<table>
<thead>
<tr>
<th></th>
<th>Director Extension</th>
<th>Chairman</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>One senior faculty Members from each Faculty (to be nominated by respective Dean)</td>
<td>Members</td>
</tr>
<tr>
<td>3</td>
<td>One senior most scientist from KVKs (to be nominated by Director Extension)</td>
<td>Member</td>
</tr>
<tr>
<td>4</td>
<td>(to be nominated by the Director Extension)</td>
<td>Member secretary</td>
</tr>
</tbody>
</table>

Note: Nominated members of the committee should not be the applicant for the award.

- After completion of evaluation process, the Extension Evaluation & Judging Committee shall make its recommendations, and the same shall be submitted by the concerned Dean to the Director Extension, under sealed cover (by or before 31st August of the year of award), for further processing and acceptance by the Competent Authority. The decision of the committee with approval of Vice Chancellor shall be final without provision of any appeal.

- If no outstanding scientist for a particular year is identified no award shall be given. Further, in the event of a tie in total score, the applicant with more experience shall be placed at higher rank.

11. Presentation: The declaration and presentation of award along with citation will be made on the Foundation Day (20th September) of SKUAST-Jammu.
Annexure-I

Application Form
SKUAST-Jammu Best Extension Scientist Award

(To be filled by the applicant with supporting documents)

Part - I

1. Name of the Faculty/ Directorate :

2. Name of the Division/KVK :

3. Academic Year :

4. Name of the scientist :

5. Designation of the scientist :

6. Academic Qualification: (starting with Graduate level)

<table>
<thead>
<tr>
<th>Degree</th>
<th>Subject</th>
<th>University</th>
<th>Year</th>
<th>Division/Grade</th>
</tr>
</thead>
</table>

7. Experience (for the last five years):

<table>
<thead>
<tr>
<th>Position</th>
<th>University</th>
<th>Period</th>
<th>Years/months</th>
</tr>
</thead>
</table>

Mobile No. : ....................................  E-mail: .......................................  

8. Total length of extension experience (years & months): (Applicant with at least 5 years of extension experience shall be eligible for the award)

9. When the last Best Extension Scientist Award received (if any): .....................

ACHIEVEMENTS

(Marks shall be always allotted by the Faculty Level Evaluation & Judging Committee)

1. Projects handled during the preceding 5 years:

   a. Externally funded projects:

<table>
<thead>
<tr>
<th>Year</th>
<th>Research Project(s) handled</th>
<th>Budget and Funding Agency</th>
<th>Co-PIs</th>
<th>Outcome of the work</th>
</tr>
</thead>
</table>

External projects handled/being handled
Up to Rs 5.00 lakhs (1.0 point per year per project)
Rs 5.0-30.00 lakhs (3 point per year per project)
>Rs.30.00 lakhs (5.0 point per year per project)

Full points for PI and 50% points for Co-PI/co-PIs/ collaborator for each project

b. Divisional/Departmental/RCM projects (1 points per year per project)
Full points for PI and 50% points for Co-PI/ collaborator for each project

2. New extension models/approaches developed: (2.00 points / project/product/activity)
Full points for PI and 50% points for Co-PI/ collaborator for each project

3. Service providing projects
Technologies refined/package of practices developed and transferred to farmers with the extent of coverage (2.50 points per product/item/scientist)

4. New concepts/methodologies/tools and techniques developed (4.00 points /item for PI)

5. Development of Value Chain/Model Village/Seed Village/Custom Hiring Centre/Climate Smart Village/Nutrismart Village/Contract Farming Arrangement etc. (3.00 points/ contributor item for PI)

6. Softwares/Apps/Web resources/Educational Videos developed(1.00 points per item)

7. Mobilized farmers for group action (Formation of FIG/SHG/FPO/Growers' Association Community Seed Bank) (2.0 point per activity)

8. Popularization of technologies and success stories (2.00 points/ activity)

9. Students guided as Major Advisor (PG Level) / Member Advisory Committee of UG/PG students(last five years)

a. Master’s Level:

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Acad. year</th>
<th>Name of the student (Regd. No.)</th>
<th>Thesis title</th>
<th>Date of thesis viva-voce held</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total

(2 marks per passed out student and one mark for student(s) under guidance)

b. Doctoral level:

<table>
<thead>
<tr>
<th>Acad. year</th>
<th>S. No.</th>
<th>Name of the student (Regd. No.)</th>
<th>Thesis title</th>
<th>Date of thesis viva-voce held</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total

(2 marks per passed out student and one mark for student(s) under guidance)

c. Member Advisory Committee of PG students:
10. National level award won by Post graduate students guided by the applicant in last five years (2 marks per award):

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Name of Student (Regd. No.)</th>
<th>M.Sc./MV.Sc/Ph.D.</th>
<th>Name of the Award</th>
<th>Year of Award</th>
<th>Awarding agency</th>
</tr>
</thead>
</table>

Total (0.5 mark per student)

11. Publications (only 5 best papers) in last five years out of the extension work conducted (10 marks)*

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Authors</th>
<th>Title of Research paper</th>
<th>Journal / vol/pages</th>
<th>Year of Publication</th>
<th>NAAS rating (current Year)</th>
</tr>
</thead>
</table>

* NAAS rating below 4.0 (1 mark)
NAAS rating between 4.0 to less than 6.0 (2 marks)
NAAS rating 6.0 and above (4 marks)

12. Advanced trainings attended during the period under evaluation: (max 05 marks)
13. Trainings organized during the period under evaluation: (max 05 marks)
14. Any other extension activity not coursred as above (1.00 points/activity)
15. Write-up by the scientist to his/her claim for award (max. 250 words): (05 Marks)
   (on separate sheet duly signed with date by the applicant)

Note: The application form may include only the essentially required facts and should not contain unnecessary details about the individual achievements etc. All details be given along-with authentic proof.

Certificate

Certified that the information given in the application (under Part-I and Part-II) is correct to the best of my knowledge and belief

(Signature of the applicant with date)
Name:
Designation:
Division:
16. Evaluation of Annual Performance Reports

<table>
<thead>
<tr>
<th>S.No.</th>
<th>APR awarded</th>
<th>marks/year</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Satisfactory</td>
<td>1</td>
</tr>
<tr>
<td>2</td>
<td>Good</td>
<td>2</td>
</tr>
<tr>
<td>3</td>
<td>Very good</td>
<td>3</td>
</tr>
<tr>
<td>4</td>
<td>Excellent</td>
<td>4</td>
</tr>
</tbody>
</table>

* Marks = (total marks obtained for 5 preceding years /20) x 5

Score obtained (out of total 100) as per the evaluation of Judging Committee (To be prepared on separate sheet duly signed by the Extension Evaluation & Judging Committee):

Signature (with date) of all the members of Extension Evaluation & Judging Committee

Revised draft prepared by the committee constituted by the Competent Authority vide University Memorandum No. AUJ/Acad/20-21/F-34/2616-30, dated 15-10-2020

Dr. Manmohan Sharma
Professor
School of Biotechnology
(Member Secretary)

Dr. Rajinder Peshin
Professor
Division of Agril. Extension Education, FoA
(Member)

Dr. R.K. Salgotra
Professor & Coordinator
School of Biotechnology
(Member)

Dr. A.K. Mondal
Dean
Faculty of Agriculture
(Member)

Dr. M.S. Bhadwal
Dean
Faculty of Veterinary Sciences & A.H.
(Member)

Dr. S.E.H. Rizvi
Dean
Faculty of Basic Sciences
(Chairman)