

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

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CERTIFICATE OF THE HEAD OF INSTITUTION

Dr.S. ELANCHEZHIAN, M.D.S.,

PRINCIPAL

TO WHOMSOEVER IT MAY CONCERN

**This is to certify that, our Institution has effective Performance Appraisal System
for teaching and non-teaching staff**



Handwritten signature in green ink.

PRINCIPAL

Dr. S. ELANCHEZHIAN, MDS.,
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JKKN TAMILNADU.

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PERFORMANCE APPRAISAL SYSTEM

JKKN DENTAL COLLEGE AND HOSPITAL

The institution has a Performance Appraisal System for teaching and non-teaching staff

The performance appraisal system at JKKN Dental College and Hospital is a comprehensive system that is designed to assess the performance of both teaching and non-teaching staff. The system is based on the following principles:

Regularity: The appraisals are conducted regularly, typically once in four months, and an overall assessment will be performed at the end of the academic year. This ensures that the performance of staff is reviewed regularly and that any areas for improvement can be identified and addressed.

Fairness: The appraisals are conducted fairly and objectively. All staff are appraised against the same criteria, and there is no bias in the process.

Development: The appraisals are used to identify areas where staff can improve. This information is then used to provide training and development opportunities to help staff reach their full potential.

Continuous improvement: The appraisal system is constantly being reviewed and updated to ensure that it is meeting the needs of the college.

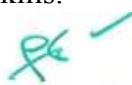
The Self-appraisal form for teaching and Non-teaching Staff is given by the management to assess their academic, clinical, technical, and administrative skills. This assessment form is generated through college's internal software in the E format to their email. All the Staff members are instructed to complete this appraisal form every Four months to upgrade and update their skills and knowledge. The appraisal form consists of personal details, educational status, Research activities like PhD, Intellectual Property Rights like Patents that are applied, Research publications like articles and books, Workshop and Conferences attended, Design thinking activities, Innovation in the teaching and learning process, participation in State level and National level programs related to subjects, Research and Leadership skills. The details collected from the appraisal form of the Staff are analyzed and utilized to implement necessary initiatives to improve the quality of teaching staff thereby improving the quality of Institutional performance.

Performance appraisal for Teaching Staff

The performance appraisal system for teaching staff is as follows:

The self-appraisal form is completed by the teaching staff member. This form assesses the staff member's performance in a variety of areas, including teaching, research, and clinical skills.




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The supervisory appraisal form is completed by the staff member's supervisor. This form provides feedback on the staff member's performance from a management perspective.

The final appraisal rating is based on the combined feedback from the self-appraisal, peer appraisal, and supervisory appraisal.

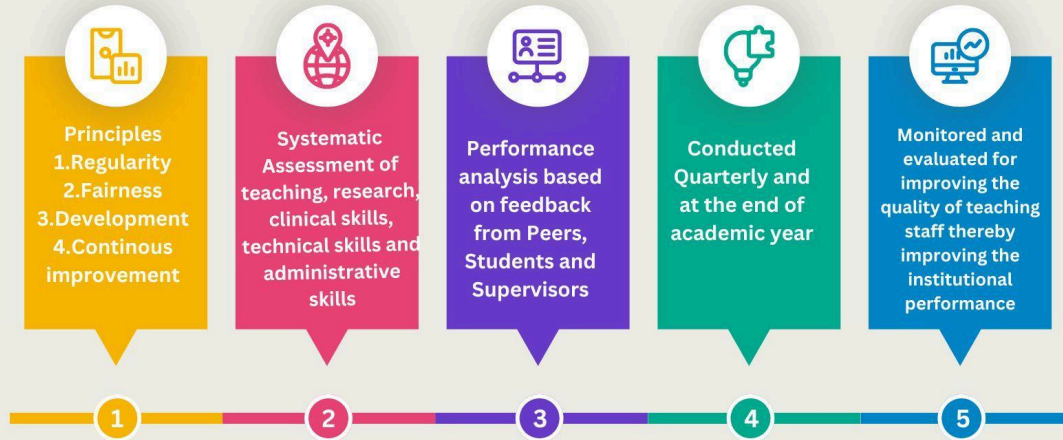
(Done by Senior teaching Faculties, Head of the Department, Principal and Management Members)

1. Based on the assessment of the Self-appraisal form submitted by junior staff
2. From their participation and organization in Institutional activities
3. Based on their teaching and motivating skills assessed by the Students and Head of the Department
4. Their contribution to academics like paper publication and research projects
5. Based on their ability to develop innovation and invention, entrepreneurship and leadership skills, publication of articles and Star ranking in LinkedIn, and ability to coordinate among other Staff and Students during classes and other extracurricular activities
6. The Promotion and other benefits are provided based on their performance appraisal and involvement in institutional progress.
7. All teaching Staff are instructed to attend the Design thinking classes, Faculty development programs, and clinical skill development programs and are evaluated periodically for their modification in teaching methods and patient management for efficiency and professionalism.
8. The punctuality in timings, regular attendance and sincere participation in theory classes and seminars are monitored and evaluated intra-department level and inter-department level for the empowerment of teaching staff.
9. Their ability to handle academic and administrative issues is monitored and based on their capacity work allocation will be done by the Principal
10. Based on the quality of the research activity and quantity of the research projects the Research committee will implement the rules and regulations in the overall research development of the institution.




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Performance appraisal System-teaching staff



Performance appraisal for Non-teaching Staff

The performance appraisal system for non-teaching staff is as follows:

The self-appraisal form is completed by the non-teaching staff member. This form assesses the staff member's performance in a variety of areas, including administrative, technical, and support skills.

The supervisory appraisal form is completed by the staff member's supervisor. This form provides feedback on the staff member's performance from a management perspective.

The final appraisal rating is based on the combined feedback from the self-appraisal, peer appraisal, and supervisory appraisal.

(Done by College Manager, Teaching Staff, Principal, and Management Staff)

The Institution strongly believes that the welfare and well-being of each employee determine the overall performance and success of the organization. The following methods of appraisal are conducted for non-teaching staff

1. Based on their participation and contribution to Public health and patient service
2. Motivated to participate in Design thinking classes and insisted on applying innovative strategies in their work for better output




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3. Assessment of their attendance and activities followed by appreciation by the Principal and Management to promote interest and enthusiasm towards their profession.

4. Unity is insisted among the non-teaching and teaching staff, between the Staff and Students, and the same is monitored by the higher authorities for a better working environment

5. Periodic counseling and Performance assessment will be done by the Manager and principal to improve the quality of the behavior and knowledge of non-teaching staff.

Thus, the performance appraisal system at JKKN Dental College and Hospital is a comprehensive system designed to assess the performance of both teaching and non-teaching staff. The system is based on the principles of regularity, fairness, development, and continuous improvement. The system is used to identify areas where staff can improve and to provide training and development opportunities to help staff reach their full potential.

Here are some of the benefits of the performance appraisal system at JKKN Dental College:

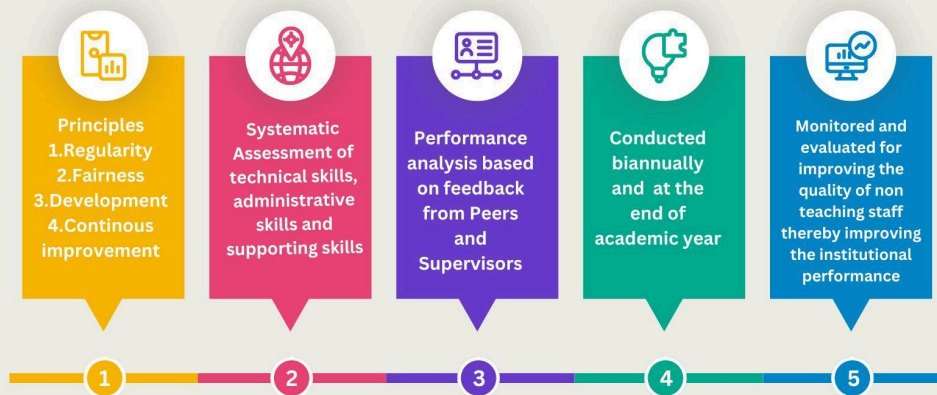
It helps to identify and reward high-performing staff.

It helps to identify areas where training and development is needed.

It helps to improve communication between staff and Management.

It helps to create a more positive and productive work environment.

Performace appraisal System-non teaching staff



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Performance Appraisal -Teaching Staff

Unfilled Form

JKKN Facilitator's Self Appraisal

Name of the Learning Facilitator *

First Name

Last Name

Designation *

Quarter (Academic year) *

Email *

example@jkkn.ac.in

Institution *

College of Pharmacy Department *

College of Engineering Department *

college of allied health science Departments *

College of Nursing and Research departments *

Dental college and hospital *

College of Education Departments *

College of arts and science Departments *



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Introduction

Provide a brief introduction about your role within the institution and your overall performance during the quarter *

Metric-wise Performance

Taking leadership roles in the functioning of Centers of Excellence (COEs) aligned with the institution's vision

How many add-on programs conducted / solutions provided by you in this quarter? *

1

2

>/=3

No directly aligned leadership roles

No leadership roles

Provide a detailed description of the solutions you have led within the COE and how they align with the institution's vision. Include relevant dates and outcomes. *

List any supporting documents or evidence such as project reports, meeting minutes, or testimonials *



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Interdisciplinary collaborations between different COEs under JKKN Institutions

How many interdisciplinary collaborations between different COEs under JKKN Institutions made by you in this quarter? *

1

2

>/=3

Participation, but no leadership

No collaborations

Provide a detailed description of interdisciplinary collaborations you have participated in or led, including the COEs involved, the nature of the collaboration, and the outcomes achieved. *

List any supporting documents or evidence such as collaboration agreements, joint publications, or event records *

Actively participating in global engagements such as international events, initiatives, or collaborations

How many global engagements such as international events, initiatives, or collaborations has been made by you in this quarter? *

1

2

>/=3

Expressed interest, but no participation

No international engagements

Provide a detailed description of the global engagements you have participated in or led, including the events or initiatives, your role in them, and the outcomes achieved. *




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List any supporting documents or evidence such as certificates of participation, letters of recognition, or photos. *

Developing and implementing innovations that lead to practical solutions, patents, or publications

How many practical solutions, patents, or publications in alignment with our institution vision has been made by you in this quarter? *

1

2

>/=3

Involvement, but no patents or publications

No innovations

Provide a detailed description of the innovations you have developed or implemented, including the nature of the problem they address, the process followed, and the outcomes achieved. *

List any supporting documents or evidence such as patents, publications, or testimonials. *

Actively engaging with industry, universities, institutions of national importance, and premium private institutions or community stakeholders



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How many strategic partnerships or projects, addressing real-world challenges, and fostering mutually beneficial relationships has been made by you in this quarter? *

1

2

>/=3

Engagement, but no project leadership

No partnerships/engagements

Provide a detailed description of the engagements you have had with industry, universities, institutions of national importance, or community stakeholders, including the nature of the collaboration, the outcomes achieved, and the impact on the institution's reputation and societal impact. *

List any supporting documents or evidence such as collaboration agreements, joint projects, or testimonials. *

Providing effective mentorship and leadership roles in guiding mentees or junior faculty to success

How many mentees or junior faculty has been guided to success, sharing knowledge and expertise, and nurturing the next generation of academic and industry leaders within the institution has been made by you in this quarter? *

1

2

>/=3

Involvement, but limited success

No significant mentorship or leadership

Provide a detailed description of the mentorship and leadership roles you have provided to mentees or junior faculty, including the nature of the guidance, the outcomes achieved, and the impact on their success *





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List any supporting documents or evidence such as letters of recommendation, feedback from mentees or junior faculty, or photos *

Adopting and leveraging AI tools (e.g., ChatGPT, Bing, etc.) to enhance teaching, research, or administrative activities

How many AI tools (e.g., ChatGPT, Bing, etc.) to enhance teaching, research, or administrative activities, improving efficiency, decision-making, and innovation in academic and institutional processes has been adopted and leveraged by you in this quarter? *

2-1

3-4

>/=5

Limited use of AI tools

No or minimal use of AI tools

Provide a detailed description of the AI tools you have adopted and leveraged to enhance teaching, research, or administrative activities, including the nature of the tools, the process followed, and the outcomes achieved *



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List any supporting documents or evidence such as reports on tool usage, student feedback, or photos. *

Implementing innovative teaching methods and pedagogy that improve the learning experience for students

How many innovative teaching methods and pedagogy has been implemented by you in this quarter by you in fostering critical thinking, problem-solving, and adaptability within the learner's? *

1

2

>/=3

Involvement in innovative teaching, but limited success

No innovative teaching methods

Provide a detailed description of the innovative teaching methods and pedagogy you have implemented, including the nature of the methods, the outcomes achieved, and the impact on the student learning experience. *

List any supporting documents or evidence such as student feedback, assessment results, or photos. *

Pursuing relevant qualifications, certifications, or professional development opportunities to enhance expertise

How many qualifications, certifications, or professional development opportunities has been pursued by you in this quarter to enhance expertise and contribute to the institution's vision? *



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1

2

>/=3

Participation in professional development, but limited success

No relevant qualifications

Provide a detailed description of the qualifications, certifications, or professional development opportunities you have pursued to enhance your expertise, including the nature of the opportunities, the process followed, and the outcomes achieved *

List any supporting documents or evidence such as certificates, diplomas, or photos *

Achieving Key results in Committee Working Groups by actively participating in decision-making, project execution, and monitoring progress to ensure the timely and successful completion of tasks

How much percentage of key results in committee working groups has been achieved by you in this quarter? *

≥ 90%

70-89%

50-69%

30-49%

< 30%

Provide a detailed description of the committee work you have participated in or led, including the nature of the work, your role in it, and the outcomes achieved. *

List any supporting documents or evidence such as meeting minutes, reports, or testimonials. *



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Naveenraj Sakthiganesan

hodpublichealthdentistry@jkkn.ac.in

Submission Date Apr 10, 2023 1:16 PM

Name of the Learning Facilitator Naveenraj Sakthiganesan

Designation Reader & HoD

Quarter (Academic year) Quarter 1

Email hodpublichealthdentistry@jkkn.ac.in

Institution JKKN Dental College and Hospital

Dental college and hospital Public Health Dentistry

Provide a brief introduction about your role within the institution and your overall performance during the quarter Responsible for leading the department in providing dental education, research, and community service programs that promote oral health and prevent oral diseases. Play an essential role in advancing the dental profession's mission to promote oral health and prevent dental diseases in the community.

How many add-on programs conducted / solutions provided by you in this quarter? 1

Provide a detailed description of the solutions you have led within the COE and how they align with the institution's vision. Include relevant dates and outcomes. As the COE of my department is mainly based on data analytics, a dental outreach activity in Thirumurugan spinning mill located in Sanniyasipatti was conducted on March 3rd, 2023 to collect data on the oral health of the workers. The planning and execution of the camp were successful, and the data collected was analyzed to identify patterns and trends. The outcomes of results were used to develop a report with recommendations for improving the workers' oral health, potentially impacting their overall oral health in the future.

List any supporting documents or evidence such as project reports, meeting minutes, or testimonials https://drive.google.com/drive/folders/1ZDT9jVYhZ7trrAOXXWZB0ucktyqR1zTG?usp=share_link




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How many interdisciplinary collaborations between different COEs under JKKN Institutions made by you in this quarter?

Participation, but no leadership

Provide a detailed description of interdisciplinary collaborations you have participated in or led, including the COEs involved, the nature of the collaboration, and the outcomes achieved.

The department have collaborated with all other JKKN's sister institutions and carrying out a oral health screening drive for all the learners of JKKN group of institutions.

List any supporting documents or evidence such as collaboration agreements, joint publications, or event records

https://drive.google.com/drive/folders/1nbSrCYAtWQnqTtdBDJVa-Bri3T5oTjjw?usp=share_link

How many global engagements such as international events, initiatives, or collaborations has been made by you in this quarter?

No international engagements

Provide a detailed description of the global engagements you have participated in or led, including the events or initiatives, your role in them, and the outcomes achieved.

Nil

List any supporting documents or evidence such as certificates of participation, letters of recognition, or photos.

Nil

How many practical solutions, patents, or publications in alignment with our institution vision has been made by you in this quarter?

1

Provide a detailed description of the innovations you have developed or implemented, including the nature of the problem they address, the process followed, and the outcomes achieved.

Implemented Patient Success Journey Manager program. Interns were involved in this program. They will call the patients visited dental OP and those who attended our oral health camps. They will get the feedback from the patients and also will book appointments for them for receiving treatments hassle free. So far 1200+ patients have been reached through this program and it seems effective one to be a patient-friendly program.

List any supporting documents or evidence such as patents, publications, or testimonials.

<https://docs.google.com/document/d/1n3MmWgWUxASsBWwQdlnR4kUsGBr2wcZNTwY3BOIUXM/edit?usp=sharing>
<https://docs.google.com/spreadsheets/d/1sNoBKUDxsfMkF3m3eNnSUPJpVjN5KKFDfUgtl5Tcr2M/edit?usp=sharing>

How many strategic partnerships or projects, addressing real-world challenges, and fostering mutually beneficial relationships has been made by you in this quarter?

>/=3

Provide a detailed description of the engagements you have had with industry, universities, institutions of national importance, or community stakeholders, including the

1. Have engaged with SET School located in Poonachi on the occasion Education Fair conducted on January 28th, 2023.
2. Have collaborated with Muthayammal college of Engineering and conducted a oral health screening camp and oral cancer awareness program to the general public of Muniyappampalayam, Rasipuram c February 3rd, 2023.



Dr. S. Elanchezhian

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nature of the collaboration, the outcomes achieved, and the impact on the institution's reputation and societal impact.

3. In association with PGP College of Nursing and Research, on 20th March, 2023 on the occasion of World Oral Health Day, I addressed the gathering and highlighted the importance of oral health to the students of that institution and same day, we conducted a oral health screening camp for the learners.

4. In association with JKKN College of Arts and Science NSS wing, oral health awareness camp was conducted in Thattankuttai village for general public on 26th March, 2023.

5. In collaboration with VET College of Arts and Science NSS wing, oral health awareness camp was conducted in Public Union Primary School, Villarasampatti village for general public on 26th March, 2023.

6. Addition to this, there are many oral health screening camps, treatment camps and oral health education and awareness was given to many government schools.

Nearly 1000+ school children and general public were benefitted from this.

List any supporting documents or evidence such as collaboration agreements, joint projects, or testimonials.

https://drive.google.com/drive/folders/1-5M0kbU_HZiReGOvm_L96pMzxN2cJFeV?usp=share_link

How many mentees or junior faculty has been guided to success, sharing knowledge and expertise, and nurturing the next generation of academic and industry leaders within the institution has been made by you in this quarter?

>/=3

Provide a detailed description of the mentorship and leadership roles you have provided to mentees or junior faculty, including the nature of the guidance, the outcomes achieved, and the impact on their success

Guided a Intern student on the topic Over The Counter medicines and that has been presented by him to all the faculty members on the clinical society meeting. Have mentored a number of final year undergraduate students to present a seminar on important topics to their fellow students to i prove their knowledge on subject and their communication skills.

List any supporting documents or evidence such as letters of recommendation, feedback from mentees or junior faculty, or photos

https://drive.google.com/drive/folders/1rjgFf7eLIQJ7nISihXIPgEIXNIKTolm?usp=share_link

How many AI tools (e.g., ChatGPT, Bing, etc.) to enhance teaching, research, or administrative activities, improving efficiency, decision-making, and innovation in academic and institutional processes has been adopted and leveraged by you in this quarter?

2-1

Provide a detailed description of the AI tools you have adopted and leveraged to enhance teaching, research, or administrative activities, including the nature of the tools, the process followed, and the outcomes achieved

Chat GPT
Microsoft Bing

List any supporting documents or evidence such as reports on tool usage, student feedback, or photos.

https://drive.google.com/drive/folders/1bXGvvebb-iC1ZcsYMOaQBG-d32pdbcCY?usp=share_link



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How many innovative teaching methods and pedagogy has been implemented by you in this quarter by you in fostering critical thinking, problem-solving, and adaptability within the learner's?

>/=3

Provide a detailed description of the innovative teaching methods and pedagogy you have implemented, including the nature of the methods, the outcomes achieved, and the impact on the student learning experience.

Quizizz
Jamboard
Google Classroom

List any supporting documents or evidence such as student feedback, assessment results, or photos.

https://docs.google.com/spreadsheets/d/1HILc2p95SDIQR_8cJVr1CH4bAp8AQwgx/edit?usp=share_link&ouid=117347079154639918686&rtpof=true&sd=true
https://docs.google.com/spreadsheets/d/1_uQn5AQzXg669SZ00Xa7e_qNtkAg6ix/edit?usp=share_link&ouid=117347079154639918686&rtpof=true&sd=true
https://docs.google.com/spreadsheets/d/14ju0MFzfSZzJCa1VoWrTkcePIFYQWDP/edit?usp=share_link&ouid=117347079154639918686&rtpof=true&sd=true
https://jamboard.google.com/d/1OCbbnXRInGt_0x5MyXnZyierUIVrRrkvueDPHzV8V0/edit?usp=sharing
<https://jamboard.google.com/d/1RvO2nPMtCU9zDgQilzfVsX0NTYMZL5NSesuurfFKv8Y/edit?usp=sharing>
https://jamboard.google.com/d/132P4SWyBxTpNE_zzNnwWHj2zUXQRLZimFKPZaE-aJo/edit?usp=sharing
<https://jamboard.google.com/d/1rPXwDUQRWURY1xUa42fO1qwru89741eSw2Fmi58qM8/edit?usp=sharing>
<https://jamboard.google.com/d/1EI0tR6sKnuiRQLgonkMiVm9MrF1omEAPIL3RqA4Y2bw/edit?usp=sharing>

How many qualifications, certifications, or professional development opportunities has been pursued by you in this quarter to enhance expertise and contribute to the institution's vision?

>/=3

Provide a detailed description of the qualifications, certifications, or professional development opportunities you have pursued to enhance your expertise, including the nature of the opportunities, the process followed, and the outcomes achieved

Ongoing:
1. Management of Medical Emergencies in Dental Practice
2. Basic course in Biomedical Research

Completed:
Energy Literacy Training

List any supporting documents or evidence such as certificates, diplomas, or photos

https://drive.google.com/drive/folders/1mVidADiu3o8v4UWEMxBtq9k17Bi1uVle?usp=share_link

How much percentage of key results in committee working groups has been achieved by you in this quarter?

30-49%

Provide a detailed description of the committee work you have participated in or led, including the nature of the

NAAC committee for the criteria 2.5 and 8
Dental Hospital Maintenance and Review committee
ARIIA Ranking



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work, your role in it, and the
outcomes achieved.

List any supporting documents
or evidence such as meeting
minutes, reports, or
testimonials.

<https://docs.google.com/spreadsheets/d/1nAdqFjF4L6xa0ltnClr9scovT2BJoZCjTWCMeMxCFN0/edit?usp=sharing>

<https://docs.google.com/spreadsheets/d/12NX5GMtu8wY3z6WmfQjYbgS4RiXE3LAa/edit?usp=sharing&oid=117347079154639918686&rtpof=true&sd=true>



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Performance appraisal form - Non Teaching Staffs

Unfilled Form

**JKKN DENTAL COLLEGE AND HOSPITAL
PERFORMANCE APPRAISAL FORM - NON-TEACHING STAFF**

Employee Name: _____

Position: _____

Department: _____

Date: _____

Reviewer: _____

1. Administrative Skills

A.Organization:

Excellent Good Satisfactory Needs Improvement

Comments:

B.Time Management:

Excellent Good Satisfactory Needs Improvement

Comments:

C.Resource Management:

Excellent Good Satisfactory Needs Improvement

Comments:

2. Technical Skills

A.Proficiency in Relevant Software/Tools:

Excellent Good Satisfactory Needs Improvement

Comments:

B.Problem-Solving Abilities:

Excellent Good Satisfactory Needs Improvement

Comments:

C.Adaptability to New Technologies:

Excellent Good Satisfactory Needs Improvement

Comments:



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3. Communicative Skills

A. Verbal Communication:

Excellent Good Satisfactory Needs Improvement

Comments:

B. Written Communication:

Excellent Good Satisfactory Needs Improvement

Comments:

C. Interpersonal Skills:

Excellent Good Satisfactory Needs Improvement

Comments:

4. Overall Performance

- **Rating:**

Outstanding Very Good Satisfactory Unsatisfactory

General Comments:

5. Goals for Next Review Period

Goals/Objectives:

6. Employee's Comments

Feedback/Input:

Signature of Reviewer:** _____

Signature of Employee:** _____ Date:** _____



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**JKKN DENTAL COLLEGE AND HOSPITAL
PERFORMANCE APPRAISAL FORM - NON-TEACHING STAFF**

Employee Name: S.Suresh
Position: Hospital Manager
Department: Dental
Date: 16/11/2022
Reviewer: Dr. Elanchezhian (Principal)

1. Administrative Skills

A.Organization:

Excellent Good Satisfactory Needs Improvement

****Comments:****

Very good

B.Time Management:

Excellent Good Satisfactory Needs Improvement

****Comments:****

Very good

C.Resource Management:

Excellent Good Satisfactory Needs Improvement

****Comments:****

Good in resource management

2. Technical Skills

A.Proficiency in Relevant Software/Tools:

Excellent Good Satisfactory Needs Improvement

****Comments:****

Need some improvement

B.Problem-Solving Abilities:

Excellent Good Satisfactory Needs Improvement

****Comments:****

good problem solver

C.Adaptability to New Technologies:

Excellent Good Satisfactory Needs Improvement

****Comments:****




PRINCIPAL
Dr. S. ELANCHEZHIAN, MDS.,
J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
KUMARAPALAYAM, NAMAKKAL - 638 183.
JKKN TAMILNADU.

___good adaptability

3. Communicative Skills

A. Verbal Communication:

Excellent Good Satisfactory Needs Improvement

Comments:

___manageable___

Written Communication:

Excellent Good Satisfactory Needs Improvement

Comments:

___manageable___

C. Interpersonal Skills:

Excellent Good Satisfactory Needs Improvement

Comments:

Good_____

4. Overall Performance

- **Rating:**

Outstanding Very Good Satisfactory Unsatisfactory

General Comments:

Good_

5. Goals for Next Review Period

Goals/Objectives:

___To become expert in all the above

6. Employee's Comments

Feedback/Input:

___satisfactory

Signature of Reviewer:

PRINCIPAL

Dr. S. ELANCHEZHIAN, MDS.,
J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
KUMARAPALAYAM, NAMAKKAL - 638 183.
TAMILNADU.

Signature of Employee:

Date: 16.11.2022



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TAMILNADU.

JKKN DENTAL COLLEGE AND HOSPITAL
PERFORMANCE APPRAISAL FORM - NON-TEACHING STAFF

Employee Name: K.Tamilarasan

Position: Stores in-charge

Department: Dental

Date: 24/11/2022

Reviewer: Dr. Elanchezhian (Principal)

1. Administrative Skills

A.Organization:

Excellent Good Satisfactory Needs Improvement

****Comments:****

Very good

B.Time Management:

Excellent Good Satisfactory Needs Improvement

****Comments:****

Very good

C.Resource Management:

Excellent Good Satisfactory Needs Improvement

****Comments:****

Good in resource management

2. Technical Skills

A.Proficiency in Relevant Software/Tools:

Excellent Good Satisfactory Needs Improvement

****Comments:****

Need some improvement

B.Problem-Solving Abilities:

Excellent Good Satisfactory Needs Improvement

****Comments:****

good problem solver

C.Adaptability to New Technologies:

Excellent Good Satisfactory Needs Improvement

****Comments:****



Dr. S. Elanchezhian

PRINCIPAL

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TAMILNADU.

___good adaptability

3. Communicative Skills

A. Verbal Communication:

Excellent Good Satisfactory Needs Improvement

Comments:

___manageable___

Written Communication:

Excellent Good Satisfactory Needs Improvement

Comments:

___manageable___

C. Interpersonal Skills:

Excellent Good Satisfactory Needs Improvement

Comments:

Good_____

4. Overall Performance

- **Rating:**

Outstanding Very Good Satisfactory Unsatisfactory

General Comments:

Good_

5. Goals for Next Review Period

Goals/Objectives:


___To become expert in all the above

6. Employee's Comments

Feedback/Input:

___satisfactory

Signature of Reviewer:



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Signature of Employee:

Date: 24.11.2022




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