**Institutional Best Practices**

(2019-20 A.Y.)

**Best Practice\_1 : Performance Based Appraisal System (PBAS)**

It is an open, formal, and systematic procedure designed to assist both staff and management in planning, managing, evaluating and realizing performance improvement in organization with an aim of achieving organizational goals. The institute has devised this system to practice a transparent mechanism in evaluating and appraising evaluate the academic and non-academic staff in the institute. It is used as a tool to measure the performance of staff, provide feedback and assist them to improve their potential.

**Best Practice\_2 : Student Employability Enhancement Programme (SEEP)**

It is a programme aimed at developing the skill set of students aiming to find a career in corporate world. Major concentration through this programme is towards final years of all departments. This comprises of training activities that focus on enhancing the students’ potential and thus employability. As most of the students in the institute are from rural backgrounds, this unique programme has been proven successful as there is active participation of students in large numbers.