Government of West Bengal
Higher Education Department
College Sponsored Branch
Bikash Bhavan, Salt Lake, Kolkata – 700 091

No. 228-Edn (CS)/5P-117/2018   Dated, Kolkata the 20th February, 2019

N O T I F I C A T I O N

The matter of formation of a methodology of assessment of hours spent by a college teacher for question paper setting, evaluation of answer script etc. which is required for calculation of Academic Performance Indicator (API) score, which in turn is required for consideration of Career Advancement Scheme (CAS) promotion eligibility of teachers, was under active consideration of the Government.

After careful consideration, the Governor has been pleased to prescribe, in continuation of this Department's order no. 1373–Edn (CS) dated 07.12.2017, the following methodology for calculation of hours spent:

Type of Activity (Both theory and practical)	Assessment of Hours spent per paper			
	UG course		PG course	
	Full marks upto 50	Full marks above 50	Full marks upto 50	Full marks above 50
Evaluation / Assessment	20 minutes	30 minutes	30 minutes	45 minutes
Paper setting	5 hours	8 hours	4 hours	6 hours
Moderation	3 hours	4 hours	3 hours	4 hours

Assessment of Hours spent per paper				
Upto 100 answer scripts	Between 101 and 200 answer scripts	Between 201 and 300 answer scripts	Between 301 and 400 answer scripts	More that 400 answer scripts
2 hours	3 hours	4 hours	5 hours	6 hours
Scrutiny of answer scripts – 5 minutes per answer script.				

By order of the Governor

Sd/-

Joint Secretary

No. 228/1(9)-Edn (CS)/5P-117/2018   Dated, Kolkata the 20th February, 2019

Copy forwarded for information and necessary action to:-

1. The Director of Public Instruction, West Bengal.
2. The Joint Director of Public Instruction (UGC).
3. The Joint Director of Public Instruction (NGC).
4. The Joint Director of Public Instruction (PPS).
5. The Member Secretary, West Bengal State Council of Higher Education.
6. The P.S. to MIC, Higher Education Department.
7. The P.S. to Additional Chief Secretary, Higher Education Department.
8. The IT Cell of this Department for uploading a on the website of this Department.
9. Guard File.

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