

**PANJAB UNIVERSITY, CHANDIGARH**

No. 8780-8930/Estt.-I  
Date 29/8/2023

**CIRCULAR**

From

The Deputy Registrar (Estt.),  
Panjab University,  
Chandigarh.

To

1. The Chairperson/Head/Director of all the University teaching and non-teaching departments/ Institutes & all the Coordinators of the Institute of Emerging Areas in Sci. & Technology and Social Sciences, Panjab University, Chandigarh.
2. The Chairperson, V.V.B.I.S & I.S., Sadhu Ashram, Hoshiarpur.
3. The Director, P.U. Regional Centre, Sri Muktsar Sahib.
4. The Director, P.U. Regional Centre, Ludhiana.
5. The Director, S.S. Giri P.U Regional Centre, Hoshiarpur
6. The Director, P.U. Rural Centre, Kauni, Sri Muktsar Sahib.
7. F.D.O.
8. D.C.L.A. (in reference to his office Memo no. DCLA/EA/2023/130 dated 31.7.2023)
9. S.V.C.
10. A.R. (D.U.I.)
11. A.R. (Estt.II)

Subject: Benefit under Career Advancement Scheme-resolving observation raised by Audit viz- a-viz.

Sir/Madam,

The Pre-screening Committee constituted at the level of the department, plays an important role regarding determining eligibility (including academic and educational record) of a teacher/ Librarian /Director Physical Education etc. under Career Advancement Scheme as available in the relevant UGC Regulation. The eligibility for Career Advancement Scheme as determined by the Pre-Screening Committee is usually considered by the Screening/ Selection Committee and other Competent Authorities i.e. Syndicate and Serate.

In view of the above, the Competent Authority has ordered that the members of the Pre-Screening Committee should **check the API Scores/ eligibility date and scrutinize the case/(s)** of promotion of teachers under Career Advancements Scheme (CAS), strictly in accordance with the applicable UGC Regulations. Accordingly, while recording the minutes of the Pre-Screening Committee, the members of Pre-Screening Committee should **verify and certify** that the concerned Teacher/ Librarian/ Director Physical Education etc., fulfills the eligibility conditions as required under CAS as specified under UGC Regulations, thereby, **specifically mentioning the assessment period, date of eligibility of candidate and the applicable UGC Regulations**, so that the persons who are eligible should get the benefit in due time as per Rule.

  
Deputy Registrar (Estt.)