University of Mumbai

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Statistical Unit
Room No. 202, 2nd Floor,
University of Mumbai,
Fort, M.G. Road,
Mumbai - 400 032.

No. UDSTAT/ICD/2019-20/ <u>77</u> of 2019

Date: 10th October, 2019

M O S T   U R G E N T

Circular :

Subject : Management Information System (MIS) for the Academic Year 2019-20.

Ref. No. : क्र.उशिस/सांख्यिकी/एमआयएस/२०१९-२०/९३६४२, दिनांक ९ ऑक्टोबर, २०१९.

Sir,

The Directors/Heads of the University Departments, Centres/ Institutions, Ratnagiri Sub-Centre, Thane Sub-Centre, Sir J.J.College of Architecture, the I/c Librarian, University Library, the Controller of Examinations, the Finance & Account Officer, All the Deputy Registrar's, the Controller of Printing & Stationary, the University Engineer, All the Assistant Registrar, and the Officers in-charge of the different Sections/ Units of the Registrar's Office are hereby informed that the online information of MIS for the academic year 2019-20, which is required by Directorate of Higher Education, Pune, **as early as possible.**

Therefore, I am to request you to instruct to furnish the said format-wise information to all working staff members (Permanent/Temporary) those who are under your control.

The prescribed format is attached herewith the said circular and also available on our website (Circulars for University Staff) and send it to the Nodal Officer/Assistant Registrar, Statistical Unit, Room No.202, Second Floor, University of Mumbai, Fort, Mumbai- 400 032, on or before 4th November 2019.

(Dr. Ajay Deshmukh)
REGISTRAR

Name of the Employee	
Department/Section/Unit Name	
Office Contact No.	
Mobile No.	
Service Book No.	
Employee No.	
Residence Address	

Teaching Employee Profile Details 2019-20

(Permanent/Temporary Staff Only)

Sr. No.	INDEX	Employee Details
1	Name of Department/Section/Unit	
2	Name of the Teachers	
3	Gender:	
4	Staff Type: (Teaching / Non-Teaching)	
5	Designation:	
6	Joining Date:	
7	Course Type: (Certificate Course /Diploma / PG/UG/Interated course)	
8	Professor Subjects:	
9	Birth Date:	
10	Highest Qualification:	
11	Highest Qualification Date:	
12	Selection Type (Cadre): (CAS/Direct/Local Committee/MPSC Other)	
13	Employment History - Post:	
14	Employment History - Tenure:	
15	Appointment Type: (ADHOC/CHB/Demonstrator/ PartTime/Regulor/Temporary/tutor)	
16	Employee ID:	
17	UID:	
18	Voter ID:	
19	Is PHD Research Guide:	
20	Is M.Phil Research Guide:	
21	Current Pay Grade:	
22	Senior Pay Scale Sanctioned: (Yes/No)	
23	Senior Pay Scale Sanctioned Date:	
24	Selection Pay Scale Sanctioned: (Yes/No)	
25	Selection Pay Scale Sanctioned Date:	
26	Name Of Current College / Office:	
27	Joining Date Current Office:	
28	Employee at present not in service:	
29	Approval Order No & Date For Post:	

Employee Disability / Caste Category and Reporting Tenure Details

28	Is Employee Disabled: (Yes/No)	
29	Employee Disability Type: (Blind/Low Vision, Deaf & Dumb, Ortho/Locomotive/Cerebral Palsy)	
30	Employee Caste Category:	

Details on Hourly Basis For Teaching Staff

31	Part Time Employee Type: (Ad Hoc/Contract/Demontrator/Part Time/Temporary/Tutor/ Visiting Teacher (CHB)	
32	Subject For Hourly Basis:	
33	Hours Taken :	
34	Per Hour Rate:	
35	Due Amount:	

Employee Salary Details

36	Professor Name:	2019-20
37	Current Year:	
38	Month:	
39	Designation:	
40	Pay Grade:	
41	Basic Pay:	
42	Grade Pay:	
43	Dearness Allowance:	
44	HRA:	
45	City Allowance:	
46	Vehicle Allowance:	
47	Other Allowances:	
48	Total Salary:	

Name of the Employee	
Department/Section/Unit Name	
Office Contact No.	
Mobile No.	
Service Book No.	
Employee No.	
Residence Address	

Non -Teaching Employee Profile Details 2019-20

(Permanent/Temporary Staff Only)

Sr. No.	INDEX	Employee Details
1	Name of Department/Section/Unit	
2	Name of the Employee	
3	Gender:	
4	Staff Type: (Teaching / Non-Teaching)	
5	Designation:	
6	Joining Date:	
9	Birth Date:	
10	Highest Qualification:	
11	Highest Qualification Date:	
12	Selection Type (Cadre): (CAS/Direct/Local Committee/MPSC Other)	
13	Employment History - Post:	
14	Employment History - Tenure:	
15	Appointment Type: (ADHOC/CHB/Demonstrator/ PartTime/Regulor/Temporary/Tutor)	
16	Employee ID:	
17	UID:	
18	Voter ID:	
21	Current Pay Grade:	
22	Senior Pay Scale Sanctioned: (Yes/No)	
23	Senior Pay Scale Sanctioned Date:	
24	Selection Pay Scale Sanctioned: (Yes/No)	
25	Selection Pay Scale Sanctioned Date:	
26	Name Of Current College / Office:	
27	Joining Date Current Office:	
28	Employee at present not in service:	
29	Approval Order No & Date For Post:	

Employee Disability / Caste Category and Reporting Tenure Details

28	Is Employee Disabled: (Yes/No)	
29	Employee Disability Type: (Blind/Low Vision, Deaf & Dumb, Ortho/Locomotive/Cerebral Palsy)	
30	Employee Caste Category:	

Details on Hourly Basis For Teaching Staff

31	Part Time Employee Type: (Ad Hoc/Contract/Demontrator/Part Time/Temporary/Tutor/ Visiting Teacher (CHB)	
32	Subject For Hourly Basis:	
33	Hours Taken :	
34	Per Hour Rate:	
35	Due Amount:	

Employee Salary Details

36	Professor Name:	
37	Current Year:	2019-20
38	Month:	
39	Designation:	
40	Pay Grade:	
41	Basic Pay:	
42	Grade Pay:	
43	Dearness Allowance:	
44	HRA:	
45	City Allowance:	
46	Vehicle Allowance:	
47	Other Allowances:	
48	Total Salary:	