

Rules for Faculty

- Faculty must use FRS App for the purpose of attendance.
- No staff member is allowed to take LEAVE without prior permission from Principal, they should enter the same in leave entry book, by adjusting their work load and also recoup the classes adjusted.
- Should complete syllabus as per academic calendar of SBTET.
- Should submit log books regularly.
- Should conduct unit tests as by SBTET and validate answer scripts.
- Should act as a class teacher for each class.
- Should act as mentor for students.
- Should act as Lab in charge and maintain Lab registers, make sure lab is useful to students always.
- Should conduct all experiments in the curriculum in each Lab. HOS should monitor this process in each lab.
- Should execute any work assigned by CTE and SBTET
- Should take remedial classes as per time table.
- Should attend duties assigned by Principal, SBTET etc.
- Should follow AP service rules.
- Should maintain mentor book.
- It must be a routine process to build files for NBA for each
 - faculty.