



தமிழ்நாடு மத்தியப் பல்கலைக்கழகம்
तमिलनाडु केन्द्रीय विश्वविद्यालय
CENTRAL UNIVERSITY OF TAMIL NADU
(Established by an Act of Parliament, 2009)
Neelakudi, Thiruvarur - 610 005



INTERNAL QUALITY ASSURANCE CELL

CUTN/IQAC/PBAS/2024/01/241

18.11.2024

CIRCULAR

Subject: Submission of PBAS Applications through CUTN Samarth ERP System

In reference to the **email communication from the Registrar's Sectt. dated 06.11.2024**, to all the faculty members are requested to update their profile in the **CUTN SAMARTH ERP** portal.

All faculty members are hereby requested to submit the **Performance Based Appraisal System (PBAS)** form for the **Academic Year 2023-24** electronically through the CUTN Samarth ERP portal.

1. Faculty members intending to apply for PBAS will submit their applications electronically through the CUTN Samarth ERP portal.
2. Once the application is submitted by the faculty member through the CUTN Samarth ERP portal, it will be routed to the Head of Department (HoD) and the Dean for approval.
3. The HoD and Dean will review and approve the application within the CUTN Samarth ERP platform.
4. After the application is approved by the HoD and Dean, the faculty member is required to submit the electronically approved application, along with a covering letter and one copy of the relevant supporting documents to the Internal Quality Assurance Cell (IQAC) for further processing.

We appreciate your cooperation and encourage all eligible faculty to complete their applications at the earliest.

Contd...

Please ensure that the application is completed and submitted on or before **18.12.2024**.

For any technical assistance or queries regarding the submission process, please contact IQAC office.


Registrar

Encl: CUTN Samarth ERP Working Manual for PBAS

To

1. All eligible faculty members

Copy to

1. Finance Officer
2. Controller of Examinations
3. Librarian
4. All Deans of Schools to bring to the notice of faculty
5. Director, IQAC
6. All Heads / Coordinators of the Departments in the School concerned
7. Joint Registrar (Establishment & Recruitment)
8. All faculty members
9. PS to VC
10. PS to Registrar
11. Concerned File
12. Liaison Officer (PWD)
13. Liaison Officer (EWS)
14. Liaison Officer (OBC)
15. Notice Boards
16. System Analyst for uploading on university website

பேரா. திருமருகன்
பி. ஆர். திருமருகன் / PROF. R. THIRUMURUGAN
பதிவாளர் / குலசபை / REGISTRAR
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