



**Best practice No. 1**

**Title of the practice:**

Sochdhara - Let's Research.

**Goal:**

Sochdhara- Let's Research, an initiative by Trinity Institute of Management Research (TIMR), aims to develop and enhance the urge to research among the students.

**The Practice**

Human being is inquisitive by nature. So are the students. The only difference being that for students' research as a word is not a very promising activity, and that ideology needs to be revamped.

1. Students and faculty member write research paper together.
2. Faculty gets insights of various summer internship projects and guide students to write research papers.

**Context**

- This practice encourages the faculty and students to enhance their partnership.
- It also helps in developing infrastructure and policy that promote research.
- Research play a role in gaining confidence and taking activity / their work to another level.
- Research attitude is developed with Innovative approach and creativeness.

**Problems faced and resources required.**

- The major issue faced is the project work performed by students is at small scale industries and the data available/provided by them is very limited.

**Expected outcome of the practice**

Through Sochdhara, the awareness amongst the students shall be built as to research being a part of their daily lives.

  
Dr. Preeti U. Sharma  
**(DIRECTOR)**

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## A STUDY OF ISSUES AND CHALLENGES OF RETAIL BANKING

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### Abstract:

Generally, a financial institution caters to buyers of more than a few stature inclusive of company clients, institutional clients, authorities and the everyday small banking patron who solely appears for an account for his earnings profits or financial savings and this is the goal target market of retail banking section of any financial institution which affords merchandise appropriate for the want of such clients. The retail consumers have decrease transaction fee and want money owed for income, financial savings account, time period deposits loans, and so on.

The purpose of this paper is to study recent trends and issue and the challenges in retail banking. The secondary data is used for this study. The analysis showed banks are facing challenges in the era of digitization and heavy competition. Banks need to get ahead of these challenges and retool to win in competitive market. They want to learn to be agile, progressive and adaptable in an effort to execute efficiently and deal with uncertainty because the future unfolds. They need to do things in another way.

**Keywords:** Retail Banking, stakeholders, challenges of retail banking.

### 1. Introduction:

In the recent past years Retail banking has emerge as important drivers of overall banking industry in India. The functions of Retail banking include loans, credits, depository services, credit cards, money management and other financial services for individuals and families.

Retail banking involve serving of products on both asset and liability facet of the balance sheet eg. fixed, present day / financial savings debts on the legal responsibility facet; and mortgages, loan(e.g., non-public,housing, car, and educational) on the asset aspect.

The retail banking services generally correspond to the banking offerings presenting inside the intermediary degree of development of banking. even as retail banking offers exceptional possibilities for growth, the demanding situations are equally daunting. The exacting regulatory necessities on the consumer safety the front, risks from a slowing worldwide economic system and growing customer expectancies suggest that banks ought to innovate to grow. This paper tries to observe the issues and challenges of retail banking



### **Characteristics of Retail Banking:**

The retail banking is characterized by multiple products, multiple delivery channels and multiple customer segments. The multiple products may include financial products such as deposits, insurance products (agency), investments etc.

The multiple delivery channels may include customer service centers, internet kiosks etc.

Multiple customer segments may include the individual customers, small businessmen and corporate. Bank directly execute the transactions with customer

### **Drivers for Development of Retail Banking:**

- converting client Demographics
- growing disposable earning
- Youngest population in the international
- increasing literacy levels
- higher adaptability to technology
- growing consumerism
- monetary incentives for home loans
- changing mindsets-willingness to borrow/lend
- choice to improve life
- Banks vying for better market share

### **Significance of the study-**

Retail banking consists of a completely big and complete range of economic merchandise like, residential mortgage, loans for consumer durables, automobile finance, deposit products, loans against equity stocks, credit score cards, debit playing cards, non-public loans, loans for preliminary Public offer (IPO) and so on.

As the technology and world is growing so fast, the banking sector also needs to undergo some of the significant changes in order to meet the ever increasing requirements of the customers and the world. To make this process hassle-free and to understand the challenges faced by the banks to gather the customer requirement and undergo these changes, this study is being conducted to understand the potholes in the ongoing process and just to rectify it in all the possible ways. Offerings provided by means of retail banks encompass checking and savings debts, mortgages, private loans, credit cards, and certificates of deposit. Retail banking is the part and parcel of everyone's life and it provides a variety of services to everyone in all possible ways. Just to improve their functionality and provide customer satisfaction, this study is essential.



### Objectives of the study:

1. To examine the latest trends in retail banking.
2. To study the difficulty and the demanding situations in retail banking three.
3. To ensure a excessive delight stage and reduce the proportion of complaints of clients in retail banking.

## 2. Literature Review:

The literature related to retail banking has been reviewed on this studies.

Essam E Ibrahim et al., (2006) explored the important thing elements of the digital carrier nice (ESQ) perceptions of united kingdom banking customers and evaluated the customers' perceptions of their banks' real overall performance on the identified ESQ dimensions in their observe. The six composite dimensions of electronic service high-quality are exposed. Analysis using importance performance analysis found out that the United Kingdom clients' perceptions in their bank real performance on those found out that ESQ dimensions were in large part modest.

Istvan Szuts (2008), in his paper titled as "consumer Loyalty issues in Retail Banking" highlighted that to obtain better enterprise growth, banks must growth client loyalty by using delivering a extraordinary revel in that combines the right blend of convenience, value and service and forge an emotional bond with clients.

Phanindra Kumar and B. Parashuramulu (2013) concluded that whilst retail banking offers out of the ordinary opportunities for growth, the demanding situations are equally daunting. How some distance the retail banking is capable of lead increase of the banking industry in destiny could depend on the capacity building of the banks to fulfill the demanding situations and employ the opportunities profitably.

Arun Kumar, et al., (2010) examined the service high-quality dimensions of Indian personal banks handling retail banking. The results discovered that responsiveness and reliability of service nice dimensions decide consumer satisfaction extra than assurance, empathy and tangible aspects. They concluded that the overall perceived provider exceptional results in consumer's attitudinal loyalty thru customer satisfaction.

Imamul Haque, S.M. (2013), " exposed that the provider nice measurement of 'tangibility' measures the physical capabilities, bodily look, physical cloth along with pamphlets and so on. and reception desk employees in his paper titled "Retail Banking in India on account that 1991: A



Comparative study of Public quarter Banks and personal area Banks  
The perception of customers regarding the dimension tangibility among public area banks and personal zone banks is distinctive. The customers of private region banks have advantageous mindset closer to the bodily centers of their banks in evaluation to the clients of public area banks. The suggest values of personal quarter banks is higher in contrast to public quarter banks which identifies that there's enormous variation in the notion of customers concerning the carrier great measurement of reliability between public and personal quarter banks.

### 3. Research Methodology:

To study this particular topic descriptive method of research has been adopted. The data was collected from the secondary sources such as magazines, preserved information in the banks database, bank websites, journals, etc.

### 4. Results and Discussions:

With the help of secondary data following results has been ascertained which states about Retail banking issues and challenges:

#### I. The Current Scenario In Retail Banking :

The recent wave of innovation in technology, across all fields, has left retail banks with only two options one is traditional banking and other is work as per demand of the changing time period. The customers are choosy they want quick results and retail banks need to work as per customers expectations all the times. The features of retail banking includes direct banking, smart devices, biometrics, banking for all.

Every retail bank has its own method and strategy to overcome the obstacles. The success of bank depends upon the six factors

- Customer centric business strategies development
- Simple business & operating models
- Optimizing distribution
- Collecting and Obtaining information advantage
- Effective management of capital, risk, and regulations proactively
- Enable innovation

#### II. demanding situations Of Retail Banking:

##### • No Social Media for Retail Banks:

best two-0.33 of retail banks across the world& one- 1/3 across the India don't have any



plans in region to use social media in any manner. Social media consists of facebook, Twitter and related in amongst other networking web sites.

• **Retail Lending Scheme:**

In industry hobby financial institution have aggressively increased the share of credit toward the retail lending The important assignment for the banking industry is approachability and accessibility, the ability to make finance available to folks who need it , once they desired. The industry need to grow to be proactive and attain the customer as opposed to watching for the customer to attain out to the company/enterprise.

• **Outsourcing:**

The Indian banks are outsourcing the hardware software program upkeep, TM installation which effects in difficulty of Outsourcing .

• **Maintaining client Loyalty:**

customer service should be on the quit all in retail banking. The approach of knowing Your customer (KYC) is important because it takes days/months to find a excellent customer however handiest seconds /mins

to lose one. to meet and fulfill clients wishes and demand banks are required to undertake revolutionary strategies. The patron retention is of paramount vital for the profitability if retail banking business, to growth the marketplace share , banks need to retain their purchaser.

• **Fraud Prevention:**

The dependency on era has delivered IT departments' extra responsibilities and challenges in managing, keeping and optimizing the performance of retail banking networks. The renovation of enhance degree safety is very essential for religion and agree with of customers. Regulatory compliance based on fatherland safety, IT framework and privateness rules are forcing financial institutions to combine the databases and overhaul the statistics structures.

• **Different challenges faced by way of banks consists of :**

- Designing their very own economic product may be very high priced.
- excessive desire in internet banking it hard to the banks because of sluggish in Introducing technology based merchandise, finding it hard to keep the patron.
- patron are getting attracted toward different financial products like by-product marketplace, mutual fund etc.
- increasing opposition, employee productivity, the strain to preserve up with the change in present day marketplace state of affairs, clients preferences and alternatives, general cost management , short consequences call for, and overall of customer expectancies.
- some of the important thing coverage problems relevant to the retail banking sector are: economic inclusion, accountable lending, get admission to to



finance, long-term savings, monetary functionality, purchaser safety, law and monetary crime prevention.

### III. Strife In Retail Banking:

The entry of new generation personal quarter banks has changed the whole scenario. earlier the household financial savings went into banks and the banks lent out money to company. Now they need to promote banking. The retail section, which become earlier unnoticed, is now the most important of the lot, with the banks jumping over one some other to give out loans. The purchaser has never been so fortunate with so many banks providing so many products to pick from. With deliver a long way exceeding call for it has been a race to the bottom, with the banks undercutting one some other. loads of overseas banks have already burnt their hands in the retail game and feature now decided to get out of some retail segments completely. The nimble footed new generation personal quarter banks have taken a lead in this front and the public region banks (PSBs) are trying to play catch up. The PSBs have been losing business to the personal area banks in this phase. PSBs want to determine out the way to generate profitable business inside the days to return.

### 5. Finding and Suggestions:

1. To enlist the "unbanked" section of the society by using the carrier vendors is a technique to amplify the retail market. it's far this underserved section should end up the point of interest for the banks.
2. Rural credit or Agricultural credit is a phase to be explored. it could be taken into consideration as an unbanked phase. It has continually been seemed upon as a charitable interest in preference to a profitable hobby.
3. Now, the time has come for the patron to call for a product that is not currently to be had in the Bankers kitty and the bank has to actually create purchaser-precise products. Banker is expected to assume the role of a financial Engineer.
4. Banks should decrease the minimum deposit requirement for starting new money owed as announced by using RBI. To obtain greater economic inclusion, all banks need to make available a basic banking „no frills“ account either with „nil“ or very low minimal balances as well as charges that might make such bills handy to full-size sections of population.
5. Banks should permit the sooner centers to sink into the tradition of the clients earlier than any new facilities are released. also, the earlier facilities ought to be embedded with services in order that customers now not best recognize new era, however also are in a function to perform.
6. For the efficient management of a big and various retail portfolio, the most crucial pre-considered necessary is the professional and well-versed employees. handiest skilled man strength can resist the rigour of administering a diverse and complicated retail credit portfolio.
7. The blessings following out of go-promoting and up-promoting will remain a miles cry within the absence of sturdy information warehouse wherein from meaningful statistics about clients, their choices, their spending patterns, and many others, can be mined. data warehouse is crucial for fulfillment in retail banking.



8. A full fledged advertising and marketing department/division could help in evolving a emblem strategy, deal with the problem of alienation from the upwardly cellular, high internet really worth patron organization and improve the remember value of the organization and its merchandise by way of arresting the fashion of getting receded from public reminiscence.
9. It's time to break the parable that public quarter banks aren't patron friendly. Banks need to observe patron pleasant approach to beautify the marketing in their retail banking products. Banks should supply the products and offerings swiftly in a dynamic market.
10. Broaden the agricultural retail banking by using manner of neighborhood area banks (LABs), Self-help groups (SHGs) with bank linkages became any other indigenously developed banking version. partnership model, the MFI evaluates, recommends, originates the loans, enables in disbursal and eventually tracks and collects the loans the Kisan credit score Card (KCC) that allows the farmer to get loans over a three to 5 years period as a revolving credit entitlement, for this reason, presenting them control over their coins flows and decreased transaction costs for both the banks and the farmers.
11. Retail banks in the direction of social media is a primary issue in an era of aggressive competition. The banks with out a social media approach are being short sighted and are putting themselves in a risky and vulnerable position as compared to competition who've realised that social media can and must play an intrinsic function in their commercial enterprise.
12. The technological base and efficiency in operations might deliver the retail banking market a competitive part and could make contributions in the achievement of the commercial enterprise in India. top importance has to take delivery of to client interest.
13. The purchaser database available with the banks is the high-quality supply of their demographic and monetary statistics and can be used by the banks for concentrated on certain customer segments for brand new or modified product. The banks ought to come out with new merchandise inside the location of securities, mutual budget and insurance.
14. The branch machine is widely considered as the important thing element of attracting and serving clients who call for advice, even as direct channels are increasingly used to execute transactions. achieving a unbroken interface amongst channels is a task for plenty big and complicated banks. Upgrading department workforce to provide recommendation and 'client experience' is also a concern.
15. destiny retail strategies will recognition on deposit-accumulating, go-selling to present customers in preference to new customer acquisition, and growing systems which enable management to tune customer wishes and relative profitability.
16. within the geographic measurement, as a result of the crisis many retail banks are withdrawing to their center markets in which they have got a large market percentage. then again, leading banks in dynamic emerging markets including India and Brazil are located to amplify in their area

## 6. Conclusion:-

Banks need to get in advance of these challenges and retool to win in 2020. They want to learn to be agile, modern and adaptable with the intention to execute correctly and address uncertainty as the future unfolds. They want to do matters in another way. And one that takes a quit-to-quit view – integrating the modifications in markets, customers, hazard, law, operations, technology – and the demanding situations of imposing actual-international massive-scale alternate.. Globalization,





consolidation and want of understanding are notably redefining the banking taxonomy. accordingly, the participants, be it a Indian financial player or a overseas entrant within the retail region should undertake a special method in everything viz., products, offerings to preserve the Indian marketplace proportion, as a popular pronouncing goes as variety is the spice of existence. The actual challenge for the banks inside the modern-day state of affairs is to face out inside the midst of hard-hitting regulations of the apex body. Globalization, consolidation and want of knowledge are notably redefining the banking taxonomy. as a result the individuals, be it a Indian economic participant or a overseas entrant within the retail zone have to adopt a exclusive approach in the entirety viz., merchandise, services to maintain the Indian market share, as a famous pronouncing goes as variety is the spice of life. destiny.

Future Scope of Study:

1. Different Approaches of Retail banking in India.
2. Digitalization and Retail banking.

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# Performance Appraisal System In Manufacturing Industry and It's effect on Employee Satisfaction and Retention with Special Reference to XLO INDIA LIMITED SATPUR, NASIK.

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## **Abstract:**

An organization's vision and mission can be accomplished only when people give their best efforts. But how to ascertain whether an employee has given his or her best performance on a given job? The answer is performance appraisal. Employee assessment is one of the most important jobs of HRM, but definitely not an easy one though.

Individuals can't be anticipated to give genuine obligation to the work except if they know what they are intended to do and what progress they are making to their goals. To accomplish this, there should be an appropriate method for guaranteeing that better and subordinate meet consistently than talk about how well they are getting along, which spaces of their work need specific consideration, and what their plan for advancement are.

In near future, efforts have been made to use appraisal systems for motivation, for more effective communication, for strengthening superior-subordinate relationship, for goal-setting and work planning and for improving the total performance of an organization.

*Key Words: Appraisal, assessment, performance*

## **Introduction:**

People are the main assets in any organization. Human Resource is worried about the administration of individuals at work. It follows the crucial truth in the platitude that "Individuals are an organization's best had resource" In every organization, human resources are a pivotal variable without which the inanimate assets are worthless.

Today PERFORMANCE is the key word in business today. Employees or human resources are the major stakeholders for organization and the vehicle for performance. All stakeholders, as

groups, individuals or institutions significantly affect or are affected by the organizations activities.

Management of human performance in the organization context is not one-time process. The reality is that performance management is an ongoing cyclic process, which needs to be continuously reinforced and monitored. Here comes the importance of evaluation. EVALUATION is a part of life. The evaluation of an individual on his job is generally known as performance appraisal. To define the term with reference to the industry, it is a systematic evaluation of personnel by superiors or number of purposes namely Selection, Training, Transfer, Promotion, Salary etc.

**Significance of the study-**

- To establish the current level of performance in the job and to seek ways of improving it.
- To identify potential for development and to aid manpower planning.
- To link salary realistically to performance.

**Objectives of the study:**

The main purposes of the employee assessment are:

- To study the existing performance appraisal system practiced in XLO INDIA LIMITED.
- To find out how effectiveness of the present performance appraisal system.
- To find out the perception of all officers of the company regarding the performance appraisal system.
- To offer suggestions to improve the performance appraisal system in XLO INDIA LIMITED

**Scope of the study:**

The study conducted at XLO INDIA LIMITED is to evaluate the current methods of performance evaluation. The study covers the participation of all the levels of officers from the entire organization of Nasik branch. This study will enable the organization to take major steps towards employee retention and employee engagement in XLO INDIA LIMITED.

**Limitation of study:**

- 1) Sample size for the study was restricted to a 50 number of respondents.

2) Some of the employees could not give their proper feedback as they were held up with work and had no time to respond also some of them were hesitant to reply to the survey hence the reliability of the questionnaire goes down.

### **Review of Literature:**

Performance appraisal may be a widely discussed concept within the field of performance management. The importance associated with performance appraisal systems in organisation inherit picture once we know nature of the present business environment, which is marked by the necessity to realize organisational goals also as remain relevant in intensely competitive markets through superior employee performance (Chen and Eldridge, 2012). Within this context, various studies suggest that organisations can hardly control the behaviour of their employees (Attorney, 2007). It is in the hands of organisations to control how employees perform their jobs. In addition, performance management research shows that a significant number of employees tend to possess the will to perform their jobs well as a part of their individual goals also as a demonstration of loyalty towards the organisation (Wright & Cheung, 2007). Arguably, the key to making sure that employees perform well lies within the ability to supply them with the proper working environment. Such an environment generally includes fair treatment.

In an increasing number of virtual aggressive environments, organizations' potential to innovate is more than ever dominant to competitive advantage (e.g., Anderson et al., 2014; Schwarzmüller et al., 2018). Thus, employees in any respect tiers of the company can assist to acquire organizational achievement via their innovative work behavior (IWB), intended as individual extra-role, proactive conduct aimed toward generating, disseminating and imposing new thoughts in the workplace (Parker et al., 2006).

The key role that employees' IWB could play in serving to organizations to deal with the augmented pressure for innovation led to by digitalisation (Colbert et al., 2016; Shanker et al., 2017; Sanz-Valle and Jiménez-Jiménez, 2018) successively challenges the supervisor-subordinate relationship and reshapes the approach managers build their workers contribute to structure goals. Indeed, many studies on leadership and digitalisation (e.g., Chen and



Nath, 2008; Schwarzmüller et al., 2018) conceive leadership as a multi-dimensional, overarching construct that captures all types of behavior aimed to influence others toward achieving some quite shared, together with each the behavior that seeks to realize potency in work accomplishment (i.e., coming up with and monitoring) and also the behavior that tries to support individual innovation (e.g., authorization, coaching). In doing thus, the above-named studies implicitly think about supervising [defined in terms of giving orders to others since Mintzberg's (1980) seminal work] and leadership as roles that, to some extent and in some things, don't seem to be reciprocally exclusive. At identical time, they stress that within the digital age, the supervisor's job is not any longer simply to outline and distribute tasks and superintend whether or not they are dead in accordance with rules that strictly predetermine employees' behavior. Supervisors got to embrace totally different varieties of behavior, from coming up with and observance to supporting, developing and empowering workers, therefore facilitating amendment processes and inspiring employees' IWB. This successively appears to necessitate a unique approach to performance appraisal and management, additional centered on fostering individual innovation rather than holding workers in control of prescribed behavior.

Consistently, a motivating discussion on performance management practices has emerged, on the one hand, questioning the effectiveness of ancient performance appraisal (Pulakos and O'Leary, 2011; Pulakos et al., 2015; Cappelli and Tavis, 2016) and, on the other hand, speculating about changes in performance management and performance appraisal ensuing from the digital transformation of labor and organizations (Schwarzmüller et al., 2018)

Performance management and notably performance appraisal is one among the foremost vital HRM practices because it identifies individual responsibilities, objectives and needed behavior with the final word goal to align employees' behavior and goals with the company's strategy (DeNisi and Sonesh, 2011; DeNisi and Murphy, 2017). Thus, in accordance with the signal theory of HRM and therefore the process-based approach to HRM (Bowen and Ostroff, 2004; Sanders and Yang, 2016), it should be argued that performance appraisal, as perceived by staff, may act as a vital signal in digitally remodeling organizations subject to an inflated pressure for innovation, signaling to

employees the importance their companies place on innovative behavior and results and therefore promoting individual creativeness and innovation at work.

### Research Methodology & Design:

The current study adopts a mixed methods research design which implies that both quantitative and qualitative methods are applied in the collection of primary data from the questionnaire circulated in the organisation. A positivist research paradigm is used to help gather knowledge based on reality and hence the ability to confirm or reject the study hypothesis. Notably, the study surveys employees at XLO Ltd, Satara and interviews the HR manager to help uncover performance appraisal and employee satisfaction and retention in the organization.

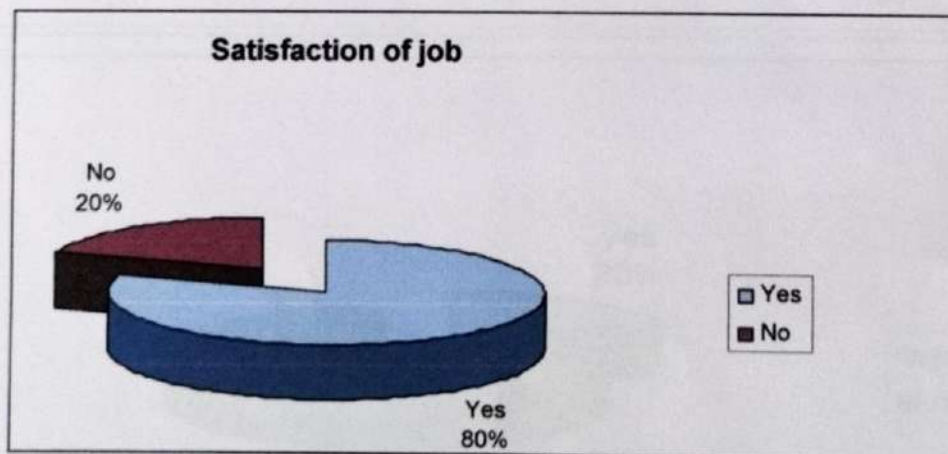
In line with the mixed methods research adopted in the current study, an interview protocol and questionnaire were used as the main data collection instruments. The interview protocol was targeted towards the company's (XLO India ) HR manager. In order to obtain detailed responses on the firm's performance appraisal and employee motivation practices a semi-structured interview was used. In addition, the interview protocol comprised of questions relating to each of the study's objectives

### Data Analysis and Interpretation:

#### 1. Self-Satisfaction level of employees

<u>Satisfaction</u>	<u>Respondents</u>	<u>Percentage</u>
Yes	40	80
No	10	20

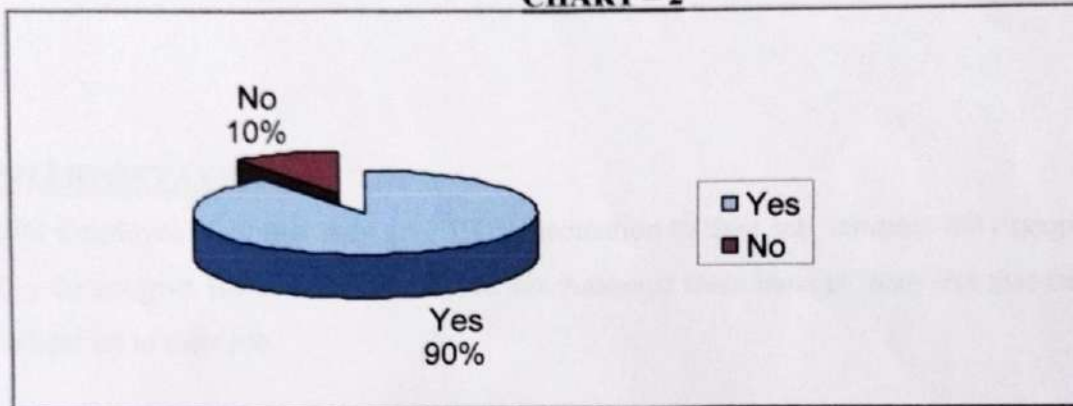
**CHART - 1**



**2. Self Evaluation of the employees**

<u>Working better</u>	<u>Respondents</u>	<u>Percentage</u>
Yes	45	90
No	05	10

**CHART - 2**

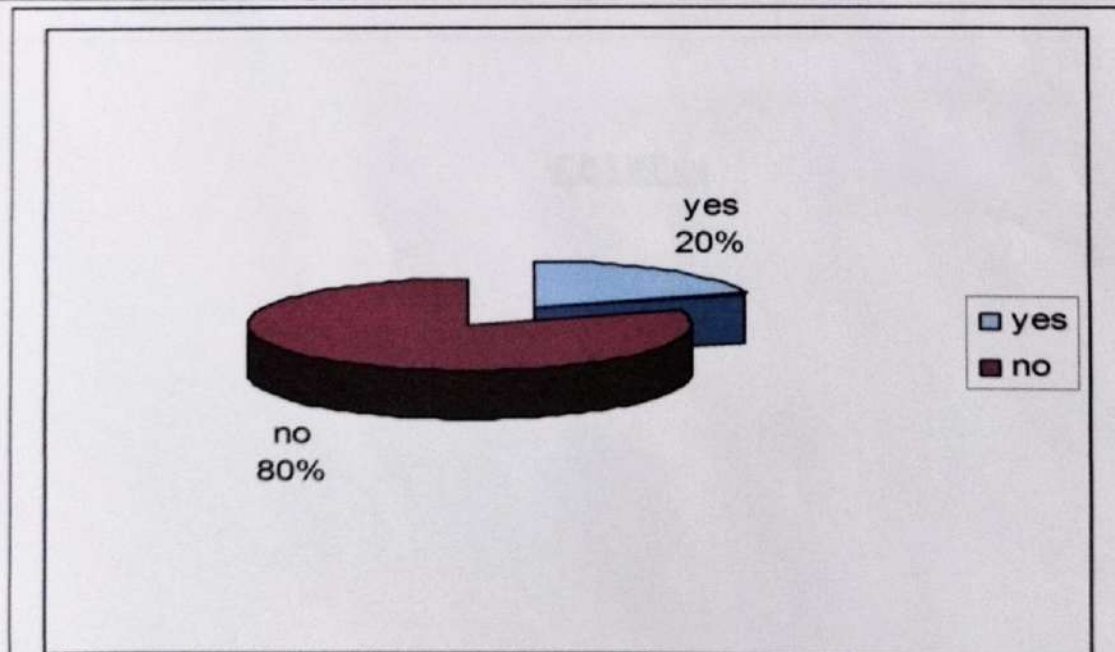


**INTERPRETATION:-**

90% of the employees think that they can work better.

**3. Employee level of dedication**

<u>Dedication to work</u>	<u>Respondents</u>	<u>Percentage</u>
Yes	10	20
No	40	80



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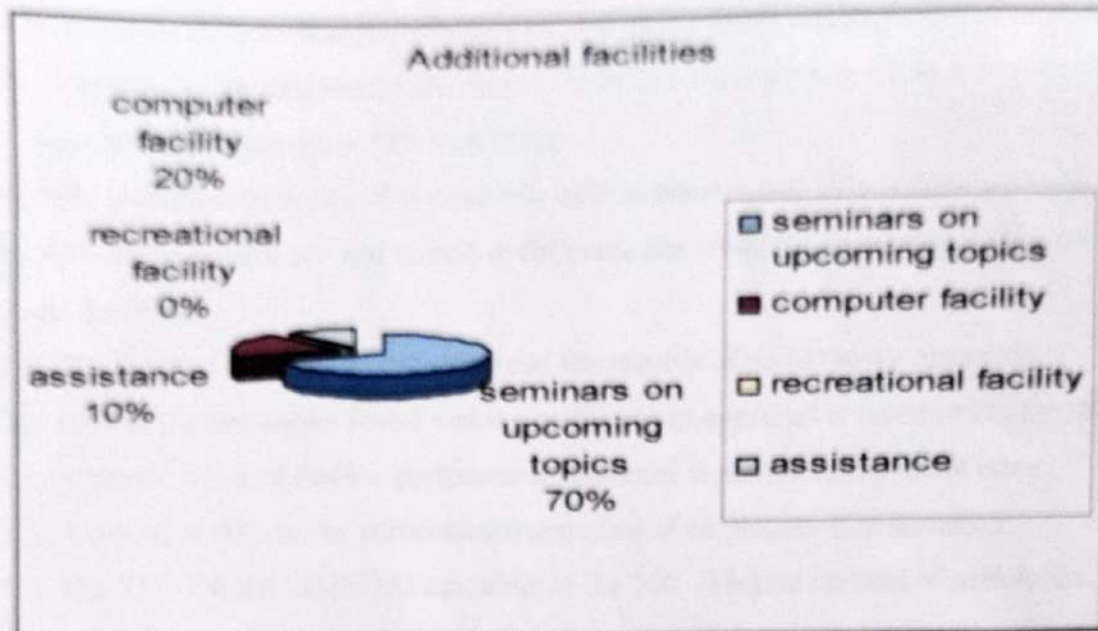
**INTERPRETATION:-**

20% Employees feel that they give 100% dedication to their job, whereas 80% people think that they do not give 100% dedication to the job. Amongst them most of them feel that they give 80% dedication to their job.

**4. Employees expectations on basic infrastructure facilities, Employee Recreation Acitivity, Guidance /Mentoring facility**

<b><u>Additional facilities</u></b>	<b><u>Respondents</u></b>	<b><u>Percentage</u></b>
Seminars on upcoming topics	35	70
Computer facility	10	20
Recreational facility	00	-
Assistance	05	10

**CHART - 4**



**INTERPRETATION:-**

70% of the employees insist that seminars on upcoming topics should be provided.

**FINDINGS:-**

- 1) 80% of the employees are satisfied with their job, whereas 10% are somewhat satisfied and 10% are completely satisfied with their job.
- 2) 90% of the employees say that they can work even better whereas 10% disagree to this.
- 3) 20% of the employees say that they give 100%dedication to their work i.e., they are totally dedicated and the remaining 80% of the employees say that they are not completely dedicated to their job but even then they give 80% dedication to their job.
- 4) For additional facilities, 70% of the employees wanted seminars on upcoming topics, 20% wished to have computer facilities and the remaining 10% employees wanted assistance in their job.
- 5) 74% of the employees suggested that when any new job work is introduced in the organization, proper training regarding the job should be provided, 12% suggested that there should be periodic revision of system proforma and 14%of the employees suggested that there should be improvement of communication skills.
- 6) In XLO INDIA LIMITED, the performance appraisal is based on 80% working ability, 12%

is based on critical situation's behaviour, 4% on the understanding and 4% on creativity.

- 7) According to the employees, the output factor is 80% important while doing the performance appraisal and seniority is 20% important.
- 8) 90% performance appraisal is done in a written manner and 10% is done verbally.
- 9) 80% of the records are maintained in the computer while the remaining 20% are maintained on the forms.
- 10) The Head of the Department maintains the records of performance appraisal.
- 11) 96% of the employees found that the performance appraisal is conveyed to the ratee, whereas 4% said that the performance appraisal is not conveyed to the ratee.
- 12) A record of 90% of the performance appraisal of employees is maintained.
- 13) The XLO INDIA LIMITED has adopted the 360 – Degree method of performance appraisal.

#### **CONCLUSION:-**

From the study of the performance appraisal system of XLO INDIA LIMITED, most of the responses have come out to be positive in relation to the identification of training needs and development of inter personal relations. It is also observed that the system has been evolved as results of great deal of consultation, taking into account the views expressed by supervisors and executives involved in the performance appraisal process. It is evident that the employees as well as the management of XLO are fully satisfied with the present performance appraisal system.

If the above suggestions are implemented, then the performance appraisal system of XLO INDIA LIMITED will not only be very good but also well managed.

#### **SUGESSTIONS:**

- 1) Additional facilities such as seminars on upcoming topics, computer facilities and assistance in job should be provided to the employees.
- 2) The organization should provide proper training whenever there is any change introduced in the company. The system pro forma be revised periodically and there should be arrangements for the improvement of communication skills.
- 3) The performance should be conveyed to the ratee and a record of this should be maintained in writing.

- 4) The employees should be appraised of their weak areas and proper training should be provided to them.
- 5) There should be a proper system of keeping watch over the employee development and effective counseling should be done by the superiors.
- 6) The employees who do not perform as per the required standards should be properly counseled and trained accordingly.

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Certificate No. DYPIMR/20075/12

# CERTIFICATE

This is to Certify that Prof./Dr. /Mr./Mrs

*Shradha Jadhav*

has Participated

With Research Paper Entitled "*Performance Appraisal System in Manufacturing with special to XLO India Ltd. Satpur, Nasik*"

In the Two Days International Conference

ON

**"Techno-Innovative Practices for Sustainable Business Resilience"**

9<sup>th</sup> and 10<sup>th</sup> Dec. 2021

**Dr. Meithiana Indrasari**

S.T., M.M

Chairperson of College of

Communication Studies AWS

**Muhammad Ghalih,**

Founder, Ghalih Foundation,

Indonesia

**Dr. Meghana Bhilare**

Director, DYPIMR,

Pune, India





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## CERTIFICATE

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With Research Paper Entitled "Performance Appraisal System in Manufacturing with special  
to XLO India Ltd. Satpur, Nasik"

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Founder, Ghalih Foundation,  
Indonesia

**Dr. Meghana Bhilare**  
Director, DYPIMR,  
Pune, India





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**Shri. K. J. Jadhav**  
Founder President

### Best practice No. 2

#### Title of the practice:

**Clean and Green.**

#### Goal:

The purpose of Clean and Green Activity is to acknowledge the sustained and dedicated efforts of the Institute with regards to Social responsibility.

#### The Practice

**Clean and Green Activity carried out every year.**

- Swacchata Abhiyan and cleanliness drive is arranged around 2<sup>nd</sup> October on the occasion of Mahatma Gandhi Jayanti to ensure the participation and contribution towards National Cause.
- Tree plantation Activity is done every year to inculcate environmental sense among the students.
- Students and Faculty members visit housing societies at the time of Ganesh Festival.
- From each of the house of visited society Nirmalya is collected.
- Collected Nirmalya is brought to KJEI campus and dumped.
- Organic output of dumped Nirmalya is used as compost for campus plants.

#### Context

- This practice encourages the students and faculty to work for the social cause.
- It also helps in improving understanding and being responsible towards waste management.
- It helps the students and faculty members for being socially responsible individually and collectively.
- The activity is so arranged that students can lead, communicate, and ensure team work and independently managing the activities.



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Founder President

### Problems faced and resources required.

- Sometimes permissions are not given to enter the societies by the concerned people involved and that may restrict the reach to certain societies.
- Activities need to be done in co-ordination with local authorities to ensure it on larger scale and impact.

### Expected outcome of the practice

- Students inculcate themselves in improving social and environmental participation.
- Students get motivation and improve their participation in various institutional and social activities.
- Students able to understand the effectiveness and benefits of waste management cycle.
- Students contribute towards environmental responsibilities and inculcate environmental sense.

Dr. Preeti U. Sharma

**(DIRECTOR)**

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**SWACHHATA PAKHWADA 2021 REPORT**

**01<sup>st</sup> August, 2021 to 15<sup>th</sup> August, 2021**

**EVENT CONDUCTED BY:**

**PROF. RAJSHREE BAWANA, ASSISTANT PROFESSOR, TIMR**

**REPORT PREPARED BY:**

**PROF. DASHRATH BHOITE, ASSISTANT PROFESSOR, TIMR**

**REPORT VERIFIED BY:**

**DR. PREETI SHARMA, DIRECTOR, TIMR**

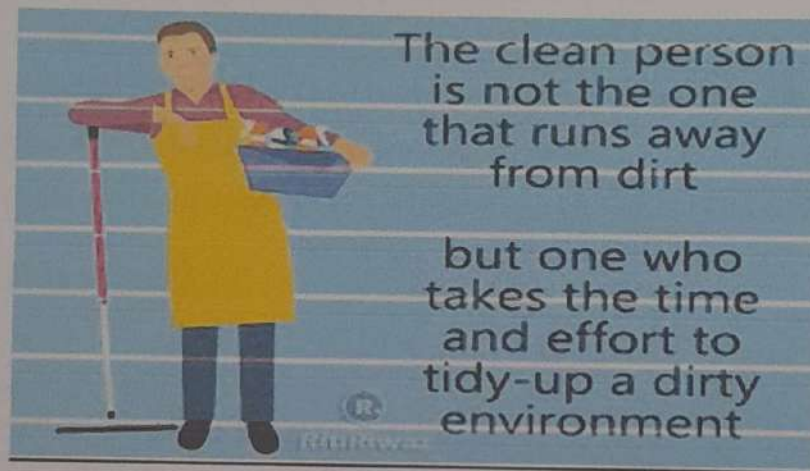


## ❖ REPORT

### 1. EVENT DETAILS

Event Type	Social Responsibility Driven Activity
Day & Date	Saturday, 14 <sup>th</sup> August, 2021
Duration	9:00 to 10:30 am

### 2. CONCEPT OF THE PROGRAM



India's biggest cleanliness drive – Swachh Bharat Mission has triggered a nationwide flurry of activity to improve sanitation and cleanliness in the country, the ambitious aim of the mega campaign is to achieve 100% open defecation free status by 2020.

Prime Minister Shri Narendra Modi exhorted people to fulfill Mahatma Gandhi's vision of Clean India. The 'Swachh Bharat Abhiyan' is a massive mass movement that seeks to create a Clean India. Cleanliness was very close to Mahatma Gandhi's heart. Prime Minister said, "A clean India is the best tribute we can pay to Bapu when we celebrate his 150th birth anniversary in 2019." He also said that, Mahatma Gandhiji devoted his life so that India attains 'Swarajya'. Now the time has come to devote ourselves towards 'Swachchhata' (cleanliness) of our motherland.



TIMR, in complete support of the Rashtriya Swachhata Pakhwada 2021, celebrated these days by undertaking a cleanliness drive, with support of the local police authorities, at the KJEI Campus and the Bopdev Saswad Ghat.

### 3. OBJECTIVES

1. To institutionalize cleanliness or Swachhata as an integral part of the functioning of educational institutions.
2. To set the tone and pace for Swachhata movement in the country with the huge outreach and knowledge base of HEIs.
3. To galvanize HEIs into introspection and appraisal of their campus cleanliness and to stimulate corrective action to achieve higher benchmarks.
4. To transform HEIs into models of environmental consistency, conforming to various factors of ecological balance in their daily functioning.
5. To contribute positively to attain SDGs related to environment and health.

### 4. PROGRAM SCHEDULE

Assembling at the Campus gate	8:50 a.m.
Speech by Director, Dr. Preeti Sharma	9:00 a.m. to 9:10 a.m.
Commencement of the Cleanliness Drive	9:10 a.m. to 10:30 a.m.

### 5. EXECUTIVE SUMMARY

- All the Teaching and Non Teaching Staff of TIMR assembled for the cleanliness drive at the KJEI Campus Playground at 8:50am.
- Director TIMR, Dr. Preeti Sharma, addressed the attendees by sharing the importance of Swachhata Pakhwada and the role of TIMR as a responsible HEI towards social responsibility.
- All the attendees participated in the program with complete zeal towards the drive and made it a grand success.
- Cleanliness drive was there in the campus on all the days from 01<sup>st</sup> August, 2021 to 15<sup>th</sup> August, 2021.
- Photographs were taken while employees were carrying out swachhata activities in the campus on various dates and are attached with the said report



- Swachhata Pledge was said by Prof. Hrutuparna Kamble Sir and was followed by all teaching and non-teaching staff as given by the Bharat Swachhata Abhiyan Government of India.
- The format of Swachhata Pledge taken by all staff is also contained the Report.
- Vote of thanks was done by Dr. Smita Temgire. She thanked Director, Managing Director, President, teaching and non-teaching staff for co-ordinating the program and making it a grand success.

## 6. SWACHHATA PLEDGE

Mahatma Gandhi dreamt of an India which was not only free but also clean and developed.

Mahatma Gandhi secured freedom for Mother India.

Now it is our duty to serve Mother India by keeping the country neat and clean.

I take this pledge that I will remain committed towards cleanliness and devote time for this.

I will devote 100 hours per year, that is two hours per week, to voluntarily work for cleanliness.

I will neither litter not let others litter.

I will initiate the quest for cleanliness with myself, my family, my locality, my village and my work place.

I believe that the countries of the world that appear clean are so because their citizens don't indulge in littering nor do they allow it to happen.

With this firm belief, I will propagate the message of Swachh Bharat Mission in villages and towns.

I will encourage 100 other persons to take this pledge which I am taking today.

I will endeavour to make them devote their 100 hours for cleanliness.

I am confident that every step I take towards cleanliness will help in making my country clean.

7. **PHOTOGRAPHS :-** The event was captured well with the help of photographs (Annexure 1)



*[Signature]*  
**DIRECTOR**  
 TRINITY INSTITUTE OF  
 MANAGEMENT & RESEARCH  
 Sector No. 25 & 27, Pisoli,  
 Tal. Haveli, Dist. Pune

**ANNEXURE 1 – PHOTOGRAPHS**















A handwritten signature in blue ink, appearing to read 'Prerna', is written over a circular stamp.

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**“NIRMALYA COLLECTION 2021”**

**20<sup>th</sup> September, 2021**

**EVENT ORGANIZED BY:**

**PROF. HRUTUPARNA KAMBLE, ASSISTANT PROFESSOR, TIMR**

**REPORT PREPARED BY:**

**PROF. ABHILASH JHA**

**REPORT VERIFIED BY:**

**DR. PREETI SHARMA, DIRECTOR, TIMR**



## CONCEPTION OF THE PROGRAM

Ganesh Chaturthi, also called Vinayaka Chaturthi, is an auspicious Hindu festival which is celebrated for 10 days every year. The festival is celebrated in the Bhadra month as per the Hindu calendar which generally falls in mid-August to September. It marks the birthday of the beloved Lord Ganesha. Ganesha is known as the God of wealth, sciences, knowledge, wisdom and prosperity.

The festival is marked with the installation of Ganesha clay idols privately in homes, or publicly on elaborate pandals (temporary stages). Historically, the festival has been celebrated since the time of King Shivaji. It was during India's freedom struggle that Lokmanya Tilak changed Ganesh Chaturthi from a private celebration to a grand public festival where people from all castes of the society can come together, pray and be united.

Given the pandemic, this year the event was conducted on a low scale. The sister colleges, who had done Ganpati Sthapna in the colleges were approached for Nirmalya which was then taken to the compost pit.

TIMR has been celebrating Nirmalya collection for the since 2015. This year too, even though the students were not present in the college due to the pandemic, the Teaching and the Non-Teaching Staff passionately carried out the activity on 10<sup>th</sup> September and 19<sup>th</sup> September 2021.

The main objective of this program is to create awareness among the students about environmental pollution. During the Ganpati visarjan students have collected Nirmalya which is used for the production of Organic fertilizer. Which is been used for the plants at the institute level.

## OBJECTIVES

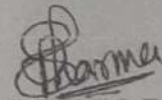
- Prevent Water Pollution caused due to religious waste during Ganesh Festival
- Reuse the Nirmalya, floral waste, which is largely dumped after offering to the deity in the form of compost and recycle the dry
- Create awareness among the students about environmental pollution

## PREPARATION OF THE EVENT

Preparation of the event was done by the Teaching and Non - Teaching staff together

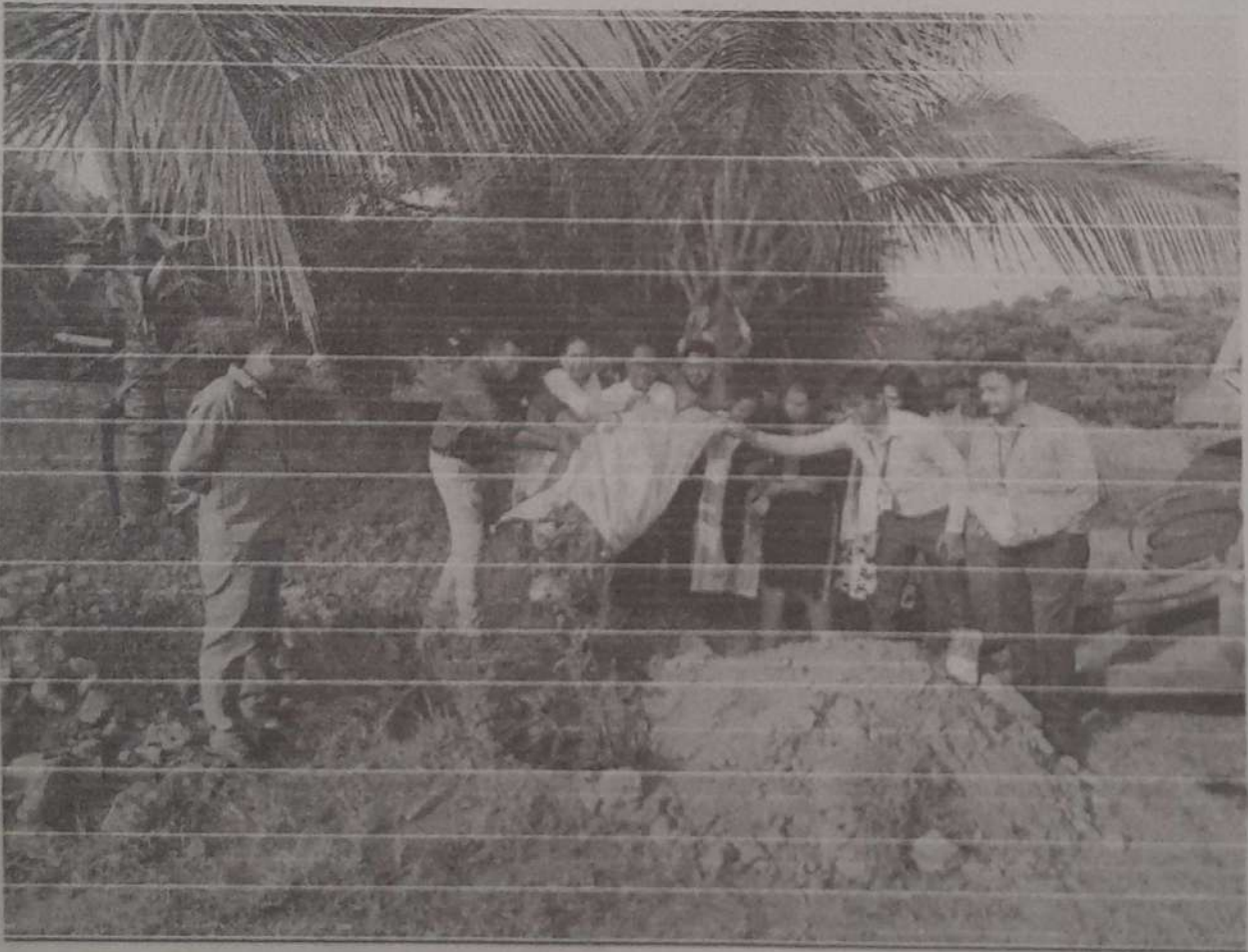
## CONTRIBUTION OF THE MAMAGEMENT

Management as well as the sister colleges were very supportive during the planning and overall conduct of the activity



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## PHOTOGRAPHS



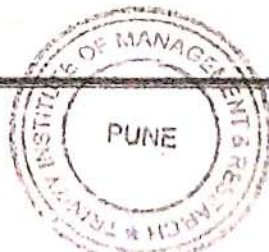






*Pharoma*

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# Trinity Institute of Management & Research, Pune

## Attendace Sheet

Program / Activity / Course Name :

Date :

Sr. No.	Seat No.	Name of the Student	Sign of the Student
1	21001	Vishal Jha	Vishal Jha
2	21004	Riya Singh	Riya
3	21006	Nishant Thakur	Nithakur
4	21007	Parag Agarwal	
5	21008	Anjali Dhanraj Patil	Anjali Patil
6	21013	Kulkarni Piyush	
7	21016	Pretam Singh	PS
8	21018	Sumeet Kushwah	
9	21020	Malvika Kulshrestha	
10	21021	Jaya Aich	
11	21023	Subhrajit Seal	Seal
12	21026	Ankita Baban Dawkhar	
13	21040	Praduman Labhshetwar	
14	21050	Somnath Shirke	
15	21051	Rachana More	
16	21053	Shrikrushna Subhash Unhale	Subhash
17	21054	Mannur Yaseen Azmat Ali	MA
18	21059	Manish Ashok Patle	
19	21066	Vaibhav Gosavi	
20	21068	Dhammdip Kamble	
21	21079	Vaibhav Mudhal	Vmudhal
22	21084	Rushikesh Bhuse	
23	21087	Praduman Kadam	
24	21093	Snehal Dudhane	

Sr. No.	Seat No.	Name of the Student	Sign of the Student
25	21096	Shivraj Takbhate	
26	21097	Sahil Walunj	
27	21098	Ankit Dwivedi	
28	21099	Ravi Ranjan	
29	21101	Abdeali Bhatia	
30	21102	Arshpreet Singh Bagga	
31	21103	Md. Aquib Ikram Iraqui	Aquib
32	21105	Vinay Tiwari	Vinay
33	21107	Pratik Deshmukh	
34	21109	Mousam Singh	Shub.
35	21111	Taher Dadu	
36	21112	Chaitanya Shinde	
37	21115	Amol Tomar	
38	21116	Sumedh Gavane	
39	21122	Veshank Kamle	
40	21124	Nihal Yadav	
41	21129	Naman Birla	
42	21131	Abhishek Shinde	Shinde
43	21132	Shivam Rajoria	
44	21135	Nidhi Gupta	Nidhi
45	21010	Pravallika Pinnelli	
46	21002	Amey Oza	Ameyza
47	21003	Anurag Jha	
48	21009	Muskan Patel	
49	21011	Rohit Duseja	
50	21012	Ankur Sinha	
51	21014	Muskaan Rajput	
52	21024	Soham Kumbhar	
53	21029	Tammani Swathi	Swathi
54	21030	Ranjit Kshirsagar	

Sr. No.	Seat No.	Name of the Student	Sign of the Student
55	21031	Vedant Gaikwad	
56	21034	Madhuri Chimkar	
57	21036	Rutuparna Bodkhe	<u>Rutupa</u>
58	21037	Jui Jadhav	
59	21039	Hitesh Jain	<u>H. P. Jain</u>
60	21042	Urmi Shah	<u>U. Shah</u>
61	21044	Kiran Mohan Gawade	
62	21046	Sumit Waghmare	
63	21047	Shally Karunagaran	<u>Shally</u>
64	21048	Smit Dharmsey	
65	21049	Chandar Sampat	
66	21055	Thorat Kunal Gopal	
67	21056	Sejal Patil	
68	21060	Jayesh Hinwar	
69	21061	Priyanka Chitte	
70	21063	Pritam Patil	
71	21064	Rutuja Lingayat	<u>Rutuja</u>
72	21065	Abhijeet Petekar	
73	21067	Tejal Dighe	<u>T. M. D.</u>
74	21069	Shrinath Shevale	<u>Shrinath</u>
75	21072	Nikhil Gaikwad	
76	21073	Khan Imran Rafique	<u>Imran</u>
77	21074	Pranita Jagtap	<u>Pranita</u>
78	21076	Viraj Satish Valte	<u>Valte</u>
79	21078	Amar Kankale	
80	21081	Ashwini Rajesh Kamble	
81	21082	Akshada Garje	<u>Garje</u>
82	21083	Hanumant Shankar Tangade	<u>Tangade</u>
83	21086	Shivani Chandrawanshi	
84	21088	Omkar Boratkar	

Sr. No.	Seat No.	Name of the Student	Sign of the Student
85	21095	Trunali Thakre	
86	21104	Megha Hegde	<del>Trunali Thakre</del> Megha
87	21106	Pratik Pawar	
88	21108	Arpit Jain	
89	21110	Vaibhav Nachankar	
90	21113	Deepali Kathawate	
91	21114	Shraddha Khanvilkar	
92	21117	Bhagyashree Sangle	Bsangle
93	21118	Rounak Patel	
94	21119	Asmeet Kaur	Asmeetkaur
95	21120	Suraj Sharma	Suraj
96	21126	Niket Gaur	Niket
97	21127	Manisha Nikam	Manikam
98	21133	Arul Jency Anthony Wilson	
99	21085	Nikita Tayade	Nikita
100	21028	Pradon Shinde	Pradon
101	21032	Anvesh Khojare	
102	21041	Mahendra Pawar	
103	21052	Akash Gaikwad	Akash
104	21057	Nikumbe Saurav Rajendra	
105	21128	Shashwati Rai	Shashwati
106	21005	Sonal Manglani	
107	21022	Priyanshi Singh	
108	21025	Swapnil Sawant	
109	21027	Sayli Deshmukh	
110	21033	Rasika Thigale	
111	21038	Umanshi Shahu	
112	21043	Vitthal Bhosale	
113	21045	Rutuja Fadtare	Rutuja
114	21062	Adesh Sonawane	



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## Tree Plantation Week



## REPORT

20<sup>th</sup>-24<sup>th</sup> September 2021

**EVENT ARRANGED BY:**

**DR. SMITA TEMGIRE, ASSISTANT PROFESSOR, TIMR**

**REPORT PREPARED BY:**

**PROF. ARUNA KULKARNI, ASSISTANT PROFESSOR, TIMR**

**REPORT VERIFIED BY:**

**DR. PREETI SHARMA, DIRECTOR, TIMR**

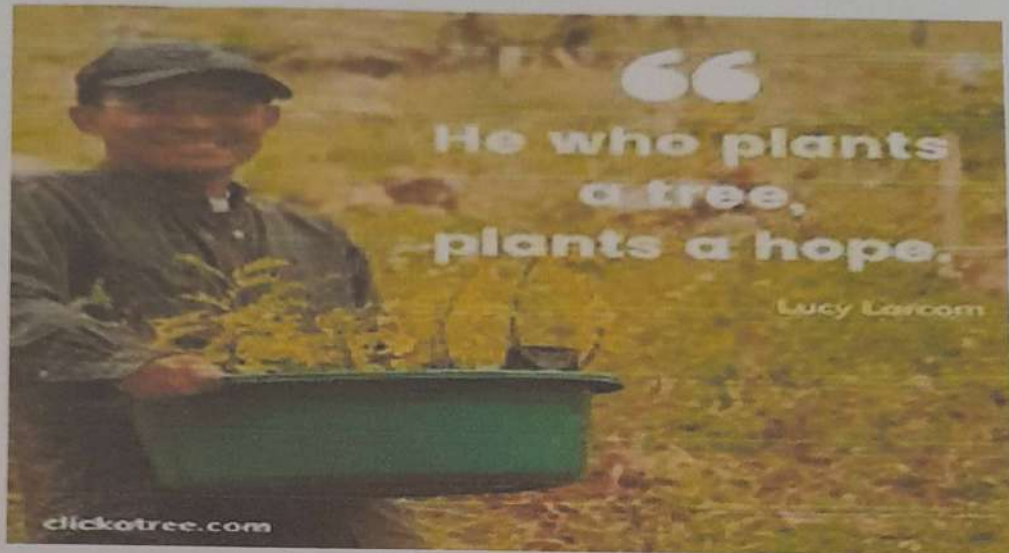


## ❖ REPORT

### 1. EVENT DETAILS

Event Type	Green Practices Initiative
Day & Date	20th-24th September 2021

### 2. CONCEPT OF THE PROGRAM



Everybody needs a friend." "The true meaning of life is to plant trees, under whose shade you do not expect to sit." "Love is like a tree, it grows of its own accord, it puts down deep roots into our whole being." "Until you dig a hole, you plant a tree, you water it and make it survive, you haven't done a thing.

Plantation of trees is important as they improve the life and fulfill essential needs of mankind. During photosynthesis, the trees breakdown food materials and consume carbon dioxide. Resultantly with the help of sunlight, the trees produce carbohydrates. Moreover, trees support life by providing habitat to different species such as squirrels, bees and birds. Trees cleanse the climate by absorbing carbon dioxide from the environment and releasing oxygen. The trees cool the environment through their leaves by absorbing the sun heat.





Thus, there occurs cooling in the atmosphere. The trees provide shades to houses and streets. This is truly the most inspirational movement that the country has ever seen. A people's movement that worked its way up from the grassroots level, influencing the common man and the leader alike.

Keeping with the spirit and the sanctity of the thought, TIMR contributed and affirmed to the green practices being followed by the KJ Educational Institutes. For the last two months, volunteers from the colleges on Trinity Campus have planted hundreds of trees to spread the message of a Green Earth to a country with the largest carbon footprint in the world.

### 3. OBJECTIVES

Aim of planting tree is to restore native forests around village to protect water supplies. Planting of trees and their care is holy act. One tree is equated to 10 children. Planting trees reduces carbon dioxide, a principal green house gas that contribute to global warming. Planting tree increases oxygen level in environment, the most essential gas on globe.

### 4. EXECUTIVE SUMMARY

- Keeping the pandemic situation in mind all the students are requested to plant trees in their free time in neighborhoods, offices, parks or near bus stops.
- Also students were asked to encourage their relatives and friends to be part of this initiative.
- Students enjoyed this drive by clicking pictures while planting trees with their friends and family.
- TIMR has always endorsed green practices, Environmental friendly actions, which can help to environment protection and sustainability development.

PHOTOGRAPHS :- The event was captured well with the help of photographs (Annexure 1)

ANNEXURE 1 – PHOTOGRAPH





⌵ to live   Delete from device   Use as   Slideshow   Print

➡ Add to album   ➡ Move to archive   Delete from device   Use as   Slideshow

Fri, 24 Sep 2021 • 15:23  
Yewalswadi, Pune

Fri, 24 Sep 2021 • 17:05  
Yewalswadi, Pune

DETAILS

DETAILS




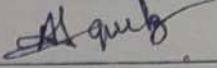
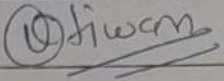
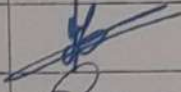
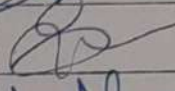
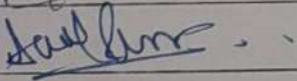
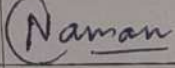
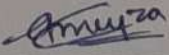
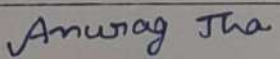
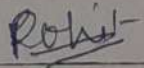
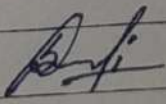


# Trinity Institute of Management & Research, Pune

## Attendace Sheet

Program / Activity / Course Name :

Sr. No.	Seat No.	Name of the Student	Sign of the Student
1	21001	Vishal Jha	Vishal Jha
2	21004	Riya Singh	Riya Singh
3	21006	Nishant Thakur	Nishant Thakur
4	21007	Parag Agarwal	
5	21008	Anjali Dhanraj Patil	
6	21013	Kulkarni Piyush	
7	21016	Pretam Singh	
8	21018	Sumeet Kushwah	
9	21020	Malvika Kulshrestha	
10	21021	Jaya Aich	
11	21023	Subhrajit Seal	Seal
12	21026	Ankita Baban Dawkhar	
13	21040	Praduman Labhshetwar	
14	21050	Somnath Shirke	Somnath Shirke
15	21051	Rachana More	Rachana More
16	21053	Shrikrushna Subhash Unhale	
17	21054	Mannur Yaseen Azmat Ali	Mannur Yaseen Azmat Ali
18	21059	Manish Ashok Patle	
19	21066	Vaibhav Gosavi	
20	21068	Dhamndip Kamble	
21	21079	Vaibhav Mudhal	
22	21084	Rushikesh Bhuse	
23	21087	Praduman Kadam	
24	21093	Snehal Dudhane	Snehal Dudhane

Sr. No.	Seat No.	Name of the Student	Sign of the Student
25	21096	Shivraj Takbhate	
26	21097	Sahil Walunj	
27	21098	Ankit Dwivedi	
28	21099	Ravi Ranjan	
29	21101	Abdeali Bhatia	
30	21102	Arshpreet Singh Bagga	
31	21103	Md. Aquib Ikram Iraqui	
32	21105	Vinay Tiwari	
33	21107	Pratik Deshmukh	
34	21109	Mousam Singh	
35	21111	Taher Dadu	
36	21112	Chaitanya Shinde	
37	21115	Amol Tomar	
38	21116	Sumedh Gavane	
39	21122	Veshank Kamle	
40	21124	Nihal Yadav	
41	21129	Naman Birla	
42	21131	Abhishek Shinde	
43	21132	Shivam Rajoria	
44	21135	Nidhi Gupta	
45	21010	Pravallika Pinnelli	
46	21002	Amey Oza	
47	21003	Anurag Jha	
48	21009	Muskan Patel	
49	21011	Rohit Duseja	
50	21012	Ankur Sinha	
51	21014	Muskaan Rajput	
52	21024	Soham Kumbhar	
53	21029	Tammani Swathi	
54	21030	Ranjit Kshirsagar	

Sr. No.	Seat No.	Name of the Student	Sign of the Student
55	21031	Vedant Gaikwad	
56	21034	Madhuri Chimkar	
57	21036	Rutuparna Bodkhe	
58	21037	Jui Jadhav	<u>J. Jadhav</u>
59	21039	Hitesh Jain	<u>H. Jain</u>
60	21042	Urmi Shah	<u>U. Shah</u>
61	21044	Kiran Mohan Gawade	
62	21046	Sumit Waghmare	
63	21047	Shally Karunagaran	<u>Shally.</u>
64	21048	Smit Dharmsey	
65	21049	Chandar Sampat	
66	21055	Thorat Kunal Gopal	
67	21056	Sejal Patil	
68	21060	Jayesh Hinwar	
69	21061	Priyanka Chitte	
70	21063	Pritam Patil	
71	21064	Rutuja Lingayat	
72	21065	Abhijeet Petekar	
73	21067	Tejal Dighe	<u>T. Dighe</u>
74	21069	Shrinath Shevale	
75	21072	Nikhil Gaikwad	
76	21073	Khan Imran Rafique	
77	21074	Pranita Jagtap	<u>P. Jagtap</u>
78	21076	Viraj Satish Valte	<u>V. Valte</u>
79	21078	Amar Kankale	<u>A. Kankale</u>
80	21081	Ashwini Rajesh Kamble	
81	21082	Akshada Garje	<u>A. Garje</u>
82	21083	Hanumant Shankar Tangade	<u>H. Tangade</u>
83	21086	Shivani Chandrawanshi	
84	21088	Omkar Boratkar	

Sr. No.	Seat No.	Name of the Student	Sign of the Student
85	21095	Trunali Thakre	<del>Trunali Thakre</del>
86	21104	Megha Hegde	
87	21106	Pratik Pawar	
88	21108	Arpit Jain	
89	21110	Vaibhav Nachankar	
90	21113	Deepali Kathawate	
91	21114	Shraddha Khanvilkar	
92	21117	Bhagyashree Sangle	Bsangle
93	21118	Rounak Patel	
94	21119	Asmeet Kaur	
95	21120	Suraj Sharma	Suraj
96	21126	Niket Gaur	Niket
97	21127	Manisha Nikam	
98	21133	Arul Jency Anthony Wilson	
99	21085	Nikita Tayade	
100	21028	Pradon Shinde	Pradon
101	21032	Anvesh Khojare	
102	21041	Mahendra Pawar	
103	21052	Akash Gaikwad	
104	21057	Nikumbe Saurav Rajendra	
105	21128	Shashwati Rai	Shashi
106	21005	Sonal Manglani	Sonal
107	21022	Priyanshi Singh	
108	21025	Swapnil Sawant	
109	21027	Sayli Deshmukh	
110	21033	Rasika Thigale	
111	21038	Umanshi Shahu	
112	21043	Vitthal Bhosale	
113	21045	Rutuja Fadtare	
114	21062	Adesh Sonawane	





**KJ EDUCATIONAL INSTITUTES  
TRINITY INSTITUTE OF MANAGEMENT AND RESEARCH  
(TIMR), PUNE**

Address: Survey No. 25 & 27, Near Khadi Machine Chowk, Kondwa Annexe, Pune - 411048  
(Approved by A.I.C.T.E., Recognized by DTE (Govt. of Maharashtra) and  
Affiliated to Savitribai Phule Pune University)

**REPORT**

**On**

**Seed Plantation**

**Date : 17<sup>th</sup> June, 2022**

**Time : 10.00 A.M. to 01.00 P.M.**

**REPORT PREPARED BY:**

**PROF. HRUTUPARNA KAMBLE, ASST. PROFESSOR**

**REPORT VERIFIED BY:**

**DR. PREETI SHARMA, DIRECTOR**

*Preeti Sharma*

## ❖ REPORT

### 1. EVENT DETAILS

Event Type	Student-Driven Activity
Description	Seed Plantation
Venue	Bopdev Ghat, Kondhwa, Pune
Day & Date	Friday, 17 <sup>th</sup> June, 2022
Duration	10.00 a.m. to 01.00 p.m.

### 2. Concept of the Program

**“Just living is not enough, one must have sunshine, freedom, and a little flower.” – Hans Christian Andersen.**

Tree plantation is significant because it is linked to our basic need for good food to eat and clean air to breathe. Aside from these necessities, they preserve biodiversity, conserve water, preserve soil, and control climate, among other things.

Tree plantation is important because it provides fresh fruits, vegetables, nuts, and other foods for the survival of life on Earth. They are the producers and the source of food energy for all living things to survive, as they are at the bottom of the food chain. Aside from this basic need, tree plantation is important for humans to meet their medicinal needs, fodder for domestic animals, household tools, fuel, and so on.

For increase environmental awareness among student, On 17<sup>th</sup> June 2022, Trinity Institute of Management and Research actively undertook the Seed Plantation drive wherein around 5000 seed were planted by the Staff and the students.

### 3. Executive Summary

Trees are the foremost source for producing the oxygen in environment, they helps to reduce the level of CO<sub>2</sub>. As we all know that the whole world is facing the problem of global warming and to recover from such problem planting the trees is become one of the most important aspects today.

Students gathered in Class rooms for event. Total above 60 students were present for the activity. The event was beginning with welcome message and Instruction from Prof. Shantilal Jadhav for activity. Then after, Dr. Preeti Sharma, Director, TIMR addressed the students about the necessity of this social activity.

The activity took place in the Bopdev Ghat area on the hills. The students were sent 15 days in advance to explore and spot an area which would meet the Institute's requirements for Seed plantation and would also be beneficial for the coming generations. The area found by students had mostly stunted growth and deforestation too had taken place there. The students opted to plant climate friendly plants seeds such as Java Plum, Neem Tree, Gulmohar etc.

Dr. Preeti Sharma, Director TIMR, is an enthusiastic and self driven citizen who welcomes all opportunities concerned with environment and is ever ready to contribute towards the betterment of the nature and society. With his fervor and inspiring leadership, TIMR could conduct this activity with success.

All were happy and experience proud after the tree plantation event was finished, because it really feels great to do positive for the nature. Prof. Hrutuparna Kamble proposed vote of thanks



**PHOTOGRAPHS**









*Prerna*



**KJ EDUCATIONAL INSTITUTES**  
**TRINITY INSTITUTE OF MANAGEMENT AND RESEARCH (TIMR), PUNE**  
**CIRCULAR**

**7<sup>TH</sup> JULY 2021**

This is to inform the Non teaching and the Teaching Staff that an Admin Development Program has been scheduled for 9<sup>th</sup> and 10<sup>th</sup> July 2021. The schedule of the program is as follows:-

<b>DAY 1 – 9<sup>th</sup> July 2021</b>			
	9:30 TO 9:50	Registration and Tea	
Session 0	10:00 to 10:15	Introduction to the program	Prof. Sonali Joshi
session I	10:15 to 11:15	Requirements of an organization	Dr Preeti Sharma
	<b>11:15 to 11:30</b>	<i>Break</i>	
Session II	11:30 to 12:30	Role of Communication in an organization	Prof. Sonali Joshi
Session III	12:30 to 1:30	Interpersonal Relations and Objection Handling	Prof. Hrutuparna Kamble
<b>DAY 2 – 10<sup>th</sup> July 2021</b>			
session I	10:00 to 11:30	Basic Organizational Etiquettes	Prof. Sonali Joshi
	<b>11:30 to 11:45</b>	<i>Break</i>	
Session II	11:45 to 1:00	Office Attendants and their decorum	Prof. Sonali Joshi
		MS Excel for Admin Staff	Dr. Smita Temgire and Prof. Hrutuparna Kamble
Session III	1:00 to 1:30	TIMR and its path forward and Valedictory	Prof. Dashrath Bhoite

Attendance is Mandatory.

**Dr. Preeti Sharma**

**Director**  
**DIRECTOR**

**TRINITY INSTITUTE OF  
MANAGEMENT & RESEARCH**  
Sector No. 25 & 27, Pisoli,  
Tal. Haveli, Dist. Pune







KJ EDUCATIONAL INSTITUTES  
TRINITY INSTITUTE OF MANAGEMENT AND RESEARCH (TIMR), PUNE  
CIRCULAR

7<sup>TH</sup> JULY 2021

READ, AFFIRMED AND SIGNED

S.NO	NAME	DESIGNATION	SIGNATURE
1)	Thigale Rasika	Admin Assistant	Thigale
2)	Sambhaji Londhe	clerk	[Signature]
3)	Sheetal S. Bidre	Accountant	[Signature]
4)	Jaydeep Kumbhar	Office Assistant	[Signature]
5)	Hemant Gaikwad	Peon	[Signature]
6)	Alpana Baddi	Peon	A. Baddi
7)	Chandu Jarir	Peon	C. Jarir
8)	Nilesh saykar	Gardener	NILESH.
9)	Mrs. Badekar Rupali	Librarian	[Signature]
10)	Mr. Pankaj Kalkor	System Admin	[Signature]
11)	Mr. Ravjit Sonawane	Technical Assistant	

  
**DIRECTOR**  
TRINITY INSTITUTE OF  
MANAGEMENT & RESEARCH  
Sector No. 25 & 27, Pisoli,  
Tal. Haveli, Dist. Pune



## Seed Plantation

Attendance

Date : 17th June, 2022

Sr. No	Students Name	Signature
1)	Jagtap Pranita	
2)	Patwagar Isha	
3)	(Shinde Pradon	
4)	Vinay Kumar Tiwari	
5)	Abhishek Shinde	
6)	Shrinath Shetele	
7)	Amar Kankale	
8)	Jayesh Hirwar	
9)	Anmesh Lakhare	
10)	Vaibhav Muthal	
11)	Bhagyashri Sangle	
12)	Smit Dharamsey	
13)	Milcita Kestiyar	
14)	Ajar Panicker	
15)	Shubham Nikunjvaliyar	
16)	Sayali Deshmukh	
17)	Manumant Tanjare	
18)	Sakshi Kamthe	
19)	Mahendra S. Pawar	
20)	Rutuparna Bodkhe	



KJET's

Trinity Institute of Management and Research

(TIMR)

Seed Plantation

Attendance

Date : 17th June, 2022

Sr. No	Students Name	Signature
1	Mahendra.S. Pawar (C)	
2	Shrinath shevale	
3	Abhishek shinde	
4	Pretam Kumar	
5.	Vinay Kumar Tiwari	
6	Smith Parmar	
7	Jayesh	
8)	Anil Kumar	
9)	Neshaik <del>TORAR</del> Kumbhar	
10)	Syed Haaris <del>Ahmed</del> Ahmed	
11)	Vaibhav Mudhal	
12)	Mayur R. Chakote	
13)	Megha Hegde	
"	Sumeet Kumar (Sumeet Kumar)	
15	Yashraj Kumar	
16	Sayali Deshmukh	
17	Jyenceli Thekare	
18.	Kajal B. Pawar	
19)	ANVESH KHOTARE	
20	Paduman Labhshetkar	
21	Abhaya Joshi	
22	Banjivani Nagare	
23	<del>Mare</del> <del>Am</del> <del>Am</del> Mare Abhisheet	
24	Vinay D. Patil	
25	Saurav R. Nikumbhe	
26	Shalini.B. Singh	
27	Nandini S. Rathod	

28	Sakshi masane	<del>SS</del>
29	dipali kothwade	<del>Rene</del>
30	Ankita Ingale	Angela:
31	Rutuparna Bodkhe	Rudhika
32	Rutika Shaurankar	<del>Rishi</del>
33	Rutuja Dhal Dhole	R. Dhal Dhole