

# ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ) Jayanagar Education Society (R)

ನಂ 27/2, 33ನೇ ಅಡ್ಡರಸ್ತೆ, 2ನೇ ಮುಖ್ಯರಸ್ತೆ, 7ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು - 560070 🕿 080 26649277 No. 27/2, 33" Cross, 2" Main Road, 7" Block, Jayanagar, Bangalore - 560070 🕿 080 26649277

Dr. S. Vagdevi #701, 6th Main, 1st Cross, BEML V Stage, II Phase, Raja Rajeshwari Nagar, Bengaluru-560098

Dear Dr. S. Vagdevi

**Sub**: Appointment as a Professor in the Department of Computer Science & Engineering. - reg

This is to intimate you that, you have been appointed as Professor, Department of Computer Science & Engineering in City Engineering College w.e.f. 16/06/2021 with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 50,000/-(₹ Fifty Thousand Only) per month Consolidated in the AICTE Scale inclusive of other admissible allowances.
- 3. As Professor you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anticollege and anti management activities, your services will be terminated immediately without giving any prior notice and

you will be prosecuted suitably.

- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of ₹ 1,00,000/- to cover the cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of October and salary payable in November of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1<sup>st</sup> March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam , invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12,If you are satisfied with the above conditions and willing to join our college, please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes,

for Jayanagara Education Society®

President / Secretary

#### **ACCEPTANCE OF THE EMPLOYEE**

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms . As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Accepted Vagdus 16/6/2021



#### CITY ENGINEERING COLLEGE

JAYANAGAR EDUCATION SOCIETY (R)

Doddakallasandra, Off. Kanakapura Road, Bangalore - 560 061.

#### **DUTY JOINING REPORT**

032

NAME :	S. Vagdevi
ADDRESS: a) PERMANENT WITH PHONE No.	# 701, 6m, 1C, BEML Layout, Vstage Raja Rajeshwaci Nagar, I Phase
b) LOCAL	Bangalone: 560098.
	_11 -
QUALIFICATIONS : B.	E., M. Tech, M.S., Ph.D.
DATE OF BIRTH :	20.11.1960
	Professor
NO. & DATE OF APPOINTME	NT ORDER: 14 6 2021
SALARY & SCALE : Rs	50,000 =
As per the above appointment or understood all the conditions of a	der. I wish to report for duty today forenoon/afternoon. I have read and appointment and agree to abide by the same. I undertake not to apply the Principal and also not to take up any other remunerative or honorary
	Vagalen
Date: 14/6/2021	Signature
Counter signed by the Head of	the Department  ∧
8	Head of the Department
He/She is permitted to join duty	on the forenoon / afternoon of
Il some	On the second
CC to : Accounts / Personal Fil	e Principal



#### ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ) Jayanagar Education Society (R)

ನಂ. 27/2, 33ನೇ ಅಡ್ಡರಸ್ತೆ, 2ನೇ ಮುಖ್ಯರಸ್ತೆ, 7ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು − 560070. ☎: 080 26649277 No. 27/2, 33<sup>rd</sup> Cross, 2<sup>rd</sup> Main Road, 7<sup>rd</sup> Block, Jayanagar, Bangalore - 560070. ☎: 080 26649277

19th May 2022

Dr. S. Jagannathan #338, Pranavendu, 18th Main, AGS Layout, Arehalli, Subramanyapura Post, Bengaluru-560061

Dear Dr. S. Jagannathan

Sub: Appointment as Professor in the department of Artificial Inelegancy and Machine Learning for City Engineering College (CEC) with effect from 19/05/2022

This is to inform you that you have been appointed as Professor the department of Artificial Inelegancy and Machine Learning for CITY Engineering College, Doddakallasandra, Bengaluru-560061, with the following terms and conditions:

Your date of appointment will be 19 May 2022. Please give joining report to the Principal of the College and complete the joining formalities.

- 1. You will be on one-year probationary period, if the Performance Appraisal Committee (PAC) recommends a separate letter of appointment will be issued by the Chairman City Institutions Bangalore.
- 2. You will be paid in the AICTE Scale of ₹40,000/- and other admissible allowances.
- 3. As a Professor in the above said position, you need to maintain punctuality, teaching standards, discipline, professional secrecy and ethics, standard of education, dress code, personal hygiene and decorum as detailed by the institution.
- 4. You are required to furnish a copy of AADHAR card PAN card / Passport as a proof of permanent and present address, Date of Birth, Mobile number and Email Id, also submit two passport size photos.
- 5. You are required to produce two letters of reference from the persons known to you for the last two years
- 6. You shall work on full time basis from 9A.M to 5.30P.M and should not leave the college without the written permission of the Principal during the working hours on all working days. You will follow the leave rules and holidays normally observed in CITY Institutions. You shall avail leave with prior approval as per the college rules. During the period of probation staff are permitted to avail casual leaves and declared holidays.
- 7. You are entitled for 12 days of casual leave per year, one casual leave for every completed month of service and CL can be accumulated during the calendar year, but cannot be utilized in advance for the forth coming months.
- 8. Unauthorized absence of more than 3 days continuously from attending the duties will be liable for termination of your services without notice and unauthorized absence of a day will be calculated as two days of absence for the purpose of salary calculation.
- 9. You cannot resign or discontinue your services within the Semester as per VTU rules. You may leave at the end of Semester by giving three months prior notice by submitting a resignation letter to the Principal of the CITY Engineering College and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of each academic year and the same should be approved by the Chairman of the Trust, the original marks cards will be returned to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the academic interests of students during the academic year and to avoid switching over from one Institution to another in the middle of the Academic Year.
- 10. You will be relieved within a reasonable time, if you get a Government Job/Foreign Assignment/ prolonged illness and not fit to work. (Proof of documentary evidence is required in all cases). You will also be relieved within the said academic year without notice if your services are not satisfactory and your teaching quality and administrative capabilities are not as per the expected quality standards of the College.
- 11. You will be relieved if you are not willing to accept the delegated responsibilities. If you involve in any Anti-student and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

- 12. If you decide to discontinue the job on your own in the middle of the academic Year, the academic schedule and end of the academic Year, the academic schedule and end of the academic Year, the academic schedule and end of the academic Year, the academic schedule and end of the academic Year, the academic schedule and end of the academic Year, the academic schedule and end of the academic Year, the academic schedule and end of the academic Year, the academic schedule and end of the academic Year, the academic schedule and end of the academic Year, the academic schedule and end of the academic Year, the academic schedule and end of the academic Year, the academic schedule and end of the academic Year, the academic schedule and end of the academic Year, the academic Schedule and end of the academic Year, the academic schedule and end of the academic Year, the academic Schedule and end of the academic Year. 12 If you decide to discontinue the job on your own in the middle of the academic real, the academic schedule and working day (i.e., if the last working da will get affected. Hence, you are expensed as a second of three months' salary to cover the recruitment expenses, cost of advertising, conducting the College to an extent of three months' fees and all other associated expenses. interviews, expert professional interviewers' fees and all other associated expenses.
- 13. Before you get relieved you have to handover the relevant documents, work related materials and payback any advance mobile phones, laptops, CDs, DVDs, Pen Drive E. ... 13. Before you get relieved you have to handover the relevant documents, work foliated materials and payuack any advance amount taken, return library books, institutional data backup, mobile phones, laptops, CDs, DVDs, Pen Drive, External amount taken, return library books, institutional data backup, to the Administrative Officer/ Trustees and the Camera etc. to the Administrative Officer and the Camera etc. amount taken, return library books, institutional data backup, mounte phones, raprops, cus, per Drive, External Hard Disk, Software CDs, Cupboard and Drawer keys, Camera etc. to the Administrative Officer/ Trustees and submit
- 14. You should attend college all times, if there is any work related to college examinations, submission of proposals to 14. You should attend college all times, it there is any work related to annual day celebrations, academic activities (conferences/ seminars/ AICTE, VTU, NBA, NAAC etc. or work related to annual day celebrations, academic activities (conferences/ seminars/ AICLE, VIU, NBA, NAAC etc. or work related to annual day occupations, account activities (confedences/ seminars/ workshop), functions or attending Principal's meetings, internal audit committees, library stock verification or any other work assigned by the Principal/Director/ Trustees/ higher officials of the institution.
- 15. Special benefits and consideration for employees:
- a) Marriage: Employees completed two years of continuous service in teaching/non-teaching category (in any of the institutions under CITY Group of Institutions are eligible for 1-week paid leave.
  - b) Maternity leave (ML) (Applicable for female staff members): Should have put in minimum of two years of continuous service, 15 days paid leave (one week before and one week after delivery) will be granted for the first
- 16. Every year members of performance appraisal committee (PAC) will review your performance, behavior, punctuality and submit a report for consideration of continuation of your services and increment. You should have put in 08 (eight) months of continuous service before June of the year to be eligible for increment. However, Trust will have the right to withhold or defer increment in case your services are not satisfactory and other factors affecting the institution in general, specifically finances.
- 17. Your job is transferable to any institution under Jayanagar Education Society® Associated/Collaborated Institutions in India including the new institutions proposed to be established indifferent parts of India.
- 18. If you are satisfied with the above conditions and willing to join or continue in our Institution, kindly retain the first copy of this appointment letter, sign on the second copy and return the same to the Principal of the College.

For Jayanagar Education Society (R)

Authorized Signatory

#### Letter of Acceptance of the Employee

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit / surrender my original marks statements to the Trust for immediate verification by any visiting inspecting teams. I hereby declare that I have the eligibility to teach and for appointment of above post as per AICTE norms and as long as I am employed with CITY Engineering College under Jayanagar Education Society ®. I agree to keep my original certificates under their custody and will be returned upon my proper resignation and relieving from duties. I will not leave the College in the middle of the academic session and will not cause inconvenience to the students. In case of breach of understanding by me, Principal/management can take legal action against me as per the above terms and may inform the future employer and VTU.

Signature of the Employee

Name: Dr. S. Jagannathan Mob: 9449637023



## CITY ENGINEERING COLLEGE

JAYANAGAR EDUCATION SOCIETY (R)

Doddakallasandra, Off. Kanakapura Road, Bangalore - 560 061.

DUTY JOINING REPORT 038
NAME: Dr. S. Jagannathan
ADDRESS: a) PERMANENT # 338, Branavenou, 18th Main WITH PHONE No. 465 Laurent Archaeli
b) LOCAL  Bubraman yapura (POST)
Bangalore - 560061
QUALIFICATIONS : PhD (CSE)
DATE OF BIRTH : 16-67-1960
NAME OF POST : Projessor
NO. & DATE OF APPOINTMENT ORDER: 19-05-2022
SALARY & SCALE : 40,000/-
As per the above appointment order. I wish to report for duty today forenoon/afternoon. I have read and understood all the conditions of appointment and agree to abide by the same. I undertake not to apply for any other job except through the Principal and also not to take up any other remunerative or honorary work full time or part time without the written permission from the Principal.
Date: 19-05-2012 Signature
Counter signed by the Head of the Department
Head of the Department
He/She is permitted to join duty on the forenoon / afternoon of
CC to : Accounts / Personal File

Principal



## ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ)

### Jayanagar Education Society (R)

ನಂ. 27/2, 33ನೇ ಅಡ್ಡರಸ್ತೆ, 2ನೇ ಮುಖ್ಯರಸ್ತೆ, 7ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು − 560070. ☎: 080 26649277 No. 27/2, 33<sup>™</sup> Cross, 2<sup>™</sup> Main Road, 7<sup>™</sup> Block, Jayanagar, Bangalore - 560070. ☎: 080 26649277

02<sup>nd</sup> May 2022

Mrs. Purnima S Mittalkod #236, Mahaveer lakes Apartment, Uttarahalli Main Road, Kengeri, Bengaluru-560060

Dear Purnima S Mittalkod

Sub: Appointment as Assistant Professor in the department of Al&ML for City Engineering College (CEC) with effect from 02/05/2022

This is to inform you that you have been appointed as Assistant Professor the department of Artificial Intelligince and Machine Learning for CITY Engineering College, Doddakallasandra, Bengaluru-560061, with the following terms and conditions:

Your date of appointment will be Second May 2022. Please give joining report to the Principal of the College and complete the joining formalities.

- 1. You will be on one-year probationary period, if the Performance Appraisal Committee (PAC) recommends a separate letter of appointment will be issued by the Chairman City Institutions Bangalore.
- You will be paid in the AICTE Scale of ₹30,000/- and other admissible allowances.
- 3. As a Assistant Professor in the above said position, you need to maintain punctuality, teaching standards, discipline, professional secrecy and ethics, standard of education, dress code, personal hygiene and decorum as detailed by the institution.
- 4. You are required to furnish a copy of AADHAR card PAN card / Passport as a proof of permanent and present address, Date of Birth, Mobile number and Email Id, also submit two passport size photos.
- 5. You are required to produce two letters of reference from the persons known to you for the last two years
- 6. You shall work on full time basis from 9A.M to 5.30P.M and should not leave the college without the written permission of the Principal during the working hours on all working days. You will follow the leave rules and holidays normally observed in CITY Institutions. You shall avail leave with prior approval as per the college rules. During the period of probation staff are permitted to avail casual leaves and declared holidays.
- 7. You are entitled for 12 days of casual leave per year, one casual leave for every completed month of service and CL can be accumulated during the calendar year, but cannot be utilized in advance for the forth coming months.
- 8. Unauthorized absence of more than 3 days continuously from attending the duties will be liable for termination of your services without notice and unauthorized absence of a day will be calculated as two days of absence for the purpose of salary calculation.
- 9. You cannot resign or discontinue your services within the Semester as per VTU rules. You may leave at the end of Semester by giving three months prior notice by submitting a resignation letter to the Principal of the CITY Engineering College and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of each academic year and the same should be approved by the Chairman of the Trust, the original marks cards will be returned to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the academic interests of students during the academic year and to avoid switching over from one Institution to another in the middle of the Academic Year.
- 10. You will be relieved within a reasonable time, if you get a Government Job/Foreign Assignment/ prolonged illness and not fit to work. (Proof of documentary evidence is required in all cases). You will also be relieved within the said academic year without notice if your services are not satisfactory and your teaching quality and administrative capabilities are not as per the expected quality standards of the College.
- 11. You will be relieved if you are not willing to accept the delegated responsibilities. If you involve in any Anti-student and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

- 12. If you decide to discontinue the job on your own in the middle of the academic Year, the academic schedule and classes will get affected. Hence, you are required to give three months' notice, prior to the last working day (i.e., if the last working day of the semester is June 15<sup>th</sup>, notice to be given by March 15<sup>th</sup>) or pay compulsorily pre-calculated liquidated damages to the College to an extent of three months' salary to cover the recruitment expenses, cost of advertising, conducting interviews, expert professional interviewers' fees and all other associated expenses.
- 13. Before you get relieved you have to handover the relevant documents, work related materials and payback any advance amount taken, return library books, institutional data backup, mobile phones, laptops, CDs, DVDs, Pen Drive, External Hard Disk, Software CDs, Cupboard and Drawer keys, Camera etc. to the Administrative Officer/ Trustees and submit NOC to the Principal.
- 14. You should attend college all times, if there is any work related to college examinations, submission of proposals to AICTE, VTU, NBA, NAAC etc. or work related to annual day celebrations, academic activities (conferences/ seminars/ workshop), functions or attending Principal's meetings, internal audit committees, library stock verification or any other work assigned by the Principal/Director/ Trustees/ higher officials of the institution.
- 15. Special benefits and consideration for employees:
  - a) Marriage: Employees completed two years of continuous service in teaching/non-teaching category (in any of the institutions under CITY Group of Institutions are eligible for 1-week paid leave.
  - b) Maternity leave (ML) (Applicable for female staff members): Should have put in minimum of two years of continuous service, 15 days paid leave (one week before and one week after delivery) will be granted for the first child only.
- 16. Every year members of performance appraisal committee (PAC) will review your performance, behavior, punctuality and submit a report for consideration of continuation of your services and increment. You should have put in 08 (eight) months of continuous service before June of the year to be eligible for increment. However, Trust will have the right to withhold or defer increment in case your services are not satisfactory and other factors affecting the institution in general, specifically finances.
- 17. Your job is transferable to any institution under Jayanagar Education Society® Associated/Collaborated Institutions in India including the new institutions proposed to be established indifferent parts of India.
- 18. If you are satisfied with the above conditions and willing to join or continue in our Institution, kindly retain the first copy of this appointment letter, sign on the second copy and return the same to the Principal of the College

For Jayanagar Education Society (R)

K.R. Paramahamsa Authorized Stlantory

#### Letter of Acceptance of the Employee

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit / surrender my original marks statements to the Trust for immediate verification by any visiting inspecting teams. I hereby declare that I have the eligibility to teach and for appointment of above post as per AICTE norms and as long as I am employed with CITY Engineering College under Jayanagar Education Society ® I agree to keep my original certificates under their custody and will be returned upon my proper resignation and relieving from duties. I will not leave the College in the middle of the academic session and will not cause inconvenience to the students. In case of breach of understanding by me, Principal/management can take legal action against me as per the above terms and may inform the future employer and VTU.

Signature of the Employee

Name: PURNIMA-S. MITTALKOD

Mob

9663323284



CC to: Accounts / Personal File

# CITY ENGINEERING COLLEGE

VTII

Principal

MTech

JAYANAGAR EDUCATION SOCIETY (R)

Doddakallasandra, Off. Kanakapura Road, Bangalore - 560 061.

- 1	
	DUTY JOINING REPORT 052
	NAME : PURNZMA. S. METTALKOD
	ADDRESS: a) PERMANENT # 236, Girish. S. Belagavi, Mahaveer
	ADDRESS: a) PERMANENT #236, Girish. S. Belagavi, Mahaveer Lakes Apartment, Kengeri - 560060
	b) LOCAL
•	
	QUALIFICATIONS: BE H. Tech (CSE)
	DATE OF BIRTH : 31-05-1981
	NAME OF POST: Asst. Porojesson in dept of AZPML
	NO. & DATE OF APPOINTMENT ORDER : 02/05/2092
	SALARY & SCALE : 30,000 -
	As per the above appointment order. I wish to report for duty today forenoon/afternoon. I have read and understood all the conditions of appointment and agree to abide by the same. I undertake not to apply for any other job except through the Principal and also not to take up any other remunerative or honorary work full time or part time without the written permission from the Principal.
	Date: a stated
	Signature Signature
	Counter signed by the Head of the Department
	Head of the Department
	He/She is permitted to join duty on the forenoon / afternoon of



# ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ) Jayanagar Education Society (R)

ನಂ. 27/2, 33ನೇ ಅಡ್ಡರಸ್ತೆ, 2ನೇ ಮುಖ್ಯರಸ್ಥೆ, 7ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು – 560070. 🕿: 080 26649277 No. 27/2, 33<sup>rd</sup> Cross, 2<sup>rd</sup> Main Road, 7<sup>th</sup> Block, Jayanagar, Bangalore - 560070. ☎: 080 26649277

15th January 2021

Ms. Nandini S B Bengaluru

Dear Nandini S B

Sub: Appointment as an Assistant Professor in the Department of CSE - reg

This is to intimate you that, you have been appointed as Assistant Professor Department of Computer Science & Engineering in City Engineering College, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- You will be paid total emoluments of ₹ 25,000/- per month in the AICTE Scale
- 3. As an Assistant Professor you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anticollege and anti management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

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- 8. For calculation of increment, which is due from the month of October and salary payable in November of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1<sup>st</sup> March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or i' associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam , invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12,If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes,

for Jayanagara Education Society®

President / Secretary

#### ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms . As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date : 18 | 1 | 2021

Signature of the candidate
Name: Nandini S.B



## CITY ENGINEERING COLLEGE

JAYANAGAR EDUCATION SOCIETY (R)

Doddakallasandra, Off. Kanakapura Road, Bangalore - 560 061.

DI	IT	10	INI	NG	RFI	PORT
u				10		UIVI

018

1	DOTT SOMMO NEI ON	010
NAME : Nandini	S.B	
ADDRESS : a) PERMANENT	7F 406, Sri Sai Comforth-2. Dodda	kalla Sandra.
WITH PHONE No.	Narayana Nagar Rd. Narayana Nagar 37	rd Black Kanana ki
b) LOCAL	78 406, sri Sai comforts-2. Doddak	alla Sandra
	Narayana Nagar Rd. Narayana Nagar	300d Block.
	Konana Kunte, Bangalore - 560062	9143250470
QUALIFICATIONS : B.E	, M. Tech	
DATE OF BIRTH : 03-0	4-1991	
NAME OF POST : Assis	Stant Professor	
NO. & DATE OF APPOINTME	NT ORDER : 18   1   2021	
SALARY & SCALE :		
understood all the conditions of a	der. I wish to report for duty today forenoon/afternoon appointment and agree to abide by the same. I under the Principal and also not to take up any other remune	rtake not to apply
work full time or part time without the writte	en permission from the Principal.	Nandini S.B
Date: 18   1   20 21		Signature
Counter signed by the Head of	the Department	3
	Head of	the Department
He/She is permitted to join duty	y on the forenoon / afternoon of18 · 01 · 2	04

CC to : Accounts / Personal File

Principal



# ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ)

# Jayanagar Education Society (R)

ನಂ. 27/2, 33ನೇ ಅಡ್ಡರಸ್ತೆ. 2ನೇ ಮುಖ್ಯರಸ್ತೆ, 7ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು − 560070. ☎: 080 26649277 No. 27/2, 33<sup>™</sup> Cross, 2<sup>™</sup> Main Road, 7<sup>™</sup> Block, Jayanagar, Bangalore - 560070. ☎: 080 26649277

15<sup>th</sup> January 2021

Ms. Sangeetha Rao S #101, K&T Shobha Nilayam, Near Fine Mart, Doddathogur Main Road, Electronic City, Bengaluru-560100

Dear Sangeetha Rao S

## Subject: Appointment as an Assistant Professor in the Department of CSE - reg

This is to intimate you that, you have been appointed as Assistant Professor Department of Computer Science & Engineering in City Engineering College, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 20,000/- per month in the AICTE Scale
- 3. As an Assistant Professor you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society proper notice of resignation. This condition is laid down only to safeguard the Academic interests of College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti-any prior notice and you will be prosecuted suitably.

- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of  $\[Tilde{\tild$
- 8. For calculation of increment, which is due from the month of October and salary payable in November of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1<sup>st</sup> March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or i associated institutions in India or abroad including the new Institutions and Institutions proposecto be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam , invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12,If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes,

for Jayanagara Education Society®

President / Secretary

#### ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms . As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date : 18 1 202

Signature of the candidate
Name: CANGETHA - RAO.



## CITY ENGINEERING COLLEGE

JAYANAGAR EDUCATION SOCIETY (R)

Doddakallasandra, Off. Kanakapura Road, Bangalore - 560 061.

DUTY JOINING REPORT	022
NAME: Sanguetha. Row. S	
ADDRESS: a) PERMANENT Shawkar L. I'm cross left side	near
Water tank, Keshavapura, Bhadra	vati Shimoga \$1030
b) LOCAL #101. K&T Shobba Wilayam,	- //
Bettadalapura main load ble	
Bangalole - 560100	
QUALIFICATIONS: M-telh (Netwolking & Internet &	nger)
DATE OF BIRTH : 21/11/1990	10
NAME OF POST : Asst. Professor.	
NO. & DATE OF APPOINTMENT ORDER : 18 1 1 2021	
SALARY & SCALE :	
As per the above appointment order. I wish to report for duty today forenoon/after understood all the conditions of appointment and agree to abide by the same. It for any other job except through the Principal and also not to take up any other removes full time or part time without the written permission from the Principal.	indertake not to apply
Date:  8       2021	Signature
Counter signed by the Head of the Department	
Head	d of the Department
He/She is permitted to join duty on the forenoon / afternoon of	1
CC to : Accounts / Personal File	Principal



#### ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ)

#### Jayanagar Education Society (R)

ನರ 27/1, 13ನೇ ಅದ್ದರಸ್ತೆ, 2ನೇ ಮುಖ್ಯರಸ್ತೆ, 7ನೇ ಬಡಾಪಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು - 560070, 🕿 080 26649/// No. 27/2, 33" Cross, 2" Main Road, 7" Block, Jayenagar, Bangalore - 580070 🕿 080 26649277

08th January 2018

Dr. Thippeswamy H. N. #102, Samruddhi Royal Apartmentsm Bannerghatta Road, Bengalurur-78

Dear Dr. Thippeswamy

Sub: Appointment as a Professor & Head in the Department of Civil Engineering Branch.

This is to intimate you that, you have been appointed a Professor & Head Department of Civil Engineering branch in City Engineering College w.e.f. 08th February 2018, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 85,000/- per month in the AICTE Scale
- 3. As a Professor & Head In the above said department you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anticollege and anti management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gels disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorly pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the part compulsorly pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the part college to an extent of Rs.50,000/- to cover the p time lecturers remuneration, cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of July and salary payable in August of even, year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1st March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services In Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam , invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12,If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes, for Jayanagara Education Society®

President / Secretary

#### ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms . As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date: 08/01/2018

Signature, of the candidate

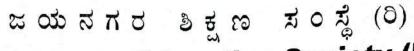


## CITY ENGINEERING COLLEGE

VASANTHAPURA, BANGALORE - 560 062.

#### **DUTY JOINING REPORT**

·		n 1
NAME : Dr.	HIPPESWAMY-H.	N
ADDRESS: a) PERMANE WITH PHONE No.	NT #373, Royal lake	Bengalung- Kt
b) LOCAL	#102, Somrudalin P	agalapartment
	Bannora ghata	Road.
-Ah	Bengalisu -	560076
QUALIFICATIONS :	BE, MToch, Ph.D.	
DATE OF BIRTH :	04-04-1961	
NAME OF POST :	Pro Jessor and Hea	d-Civil Engq.
NO. & DATE OF APPOIN	TMENT ORDER :	
SALARY & SCALE:		
andition	nt order, I wish to report for duty today for s of appointment and agree to abide by the ugh the Principal and also not to take up an	y other remunerative or honorary
_	without the written permission from the Y	rincipal
*		And Swamy
Date: 08 - 01 - 2-0		Signature
*	18	And Swamy
Date: 08 - 01 - 2-0	18	And Swamy
Date: 08 - 01 - 2-0  Counter signed by the Head	18	Signature  Head of the Department
Date: 08 - 01 - 2-0  Counter signed by the Head	of the Department	Signature Head of the Department
Date: 08 - 01 - 2-0  Counter signed by the Head	of the Department  duty on the forenoon / afternoon of	Signature  Head of the Department





## Jayanagar Education Society (R)

ನಂ. 27/2, 33ನೇ ಅಡ್ಡರಸ್ತೆ, 2ನೇ ಮುಖ್ಯರಸ್ತೆ, 7ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು − 560070. ☎ : 080 26649277 No. 27/2, 33™ Cross, 2™ Main Road, 7™ Block, Jayanagar, Bangalore - 560070. ☎ : 080 26649277

19th June 2021

Dr. H N Thippeswamy #373, Royal Lake Front Residency, 8th Phase, J. P. Nagar, Bengaluru

Dear Dr. Thippeswamy,

#### Subject: Appointment as Principal of City Engineering College- reg

This is to intimate you that, you have been appointed as Principal of City Engineering College, with the following terms and conditions.

- Your appointment is against permanent vacancy initially for a period of two years and subject to satisfactory completion of one year compulsory probationary period and your appointment has to be confirmed by the separate letter from the President / Secretary of Jayanagara Education Society®.
- You will be paid total emoluments of ₹ 87,000/- per month in the AICTE Scale.
- As a Principal you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college. You are also required to correspond with affiliating authority VTU in all matters and oblige all times and follow the rules and directions of VTU.
- 4. You shall work on full time basis from 9 A.M. to 5:30 P.M. on all working days. You shall avail leave and holidays with prior approval of the President as per college rules. Unauthorized absence from attending the duties will be taken seriously and a day's absence will be calculated as two days absence for the purpose of Salary payment.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice and resignation letter compulsorily to be handed over to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. Marks Statements/Marks Cards will be release to you, only when you give proper notice of resignation.
- 6. You will be relieved within the said academic year without notice if your services are not satisfactory and your teaching is substandard as per the expected quality standards of the College and not willing to accept the delegated responsibilities. If you involve in any anti-student, anit-college and anit-management activities, your services will be terminated immediately without giving any prior notice.
- 7. If you decided to discontinue the job on your own during the academic year the academic schedule get disturbed and consequently student studies will get affected, as the sole objective of the College is to provide quality education, Both College and you are required to give one month's notice to either side i.e. 30days before the end of the semester.

- 8. An increment of Rs. 5,000/- will be paid for every completed year of service in CEC, subject to your performance and academic and to your performance and general behavior, punctuality, participation in academic and administrative activities. administrative activities, organizing seminars, workshops, publication of articles in national and international descriptional description descrip and international journals during the academic year. Every year performance appraisa committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society Institutions.
- 9. Your Job is transferable to any institutions under Jayanagar Education Society or is associated institutions under Jayanagar Education Society or is associated institutions in India or abroad including the new Institutions proposed to be started in different parts of India.
- 10. If you commit any mistake from your side in the college or dealing with VTU, you are liable to pay the damages or penalties to the college and VTU.
- 11. Before reporting to the duty you should deposit all original certificates and testimonials will the College for immediate verification by the VTU/AICTE or any inspection Committee. You may obtain acknowledgment form the College and certificates will be returned to you at the time of leaving the Job.
- 12. If you are satisfied with the above conditions and will to join our College, please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the President along with the Original Certificates.

With Best Wishes.

Dr. K. R. Paramahamsa

President,

Jayanagar Education Society®

#### ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the President. I hereby declare that I have the eligibility to become Principal as per AICTE norms, I will not leave the College in the middle of the academic session and do not cause inconvenience to the

Date: 19-06-2021

Signature of the candidate (
Name: Dr. THIPPESW:



# Jayanagar Education Society (R)

ನಂ.೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ಕೆ ೨ನೇ ಮುಖ್ಯ ರಸ್ಕೆ ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು-೫೬೦ ೦೭೦. 🕿 ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. 2 2664 9277.

To,

3

Mr. M. C. Mahesh Kumar Clo Krishna Murthy, #154, 50 Feet Road, Banashankari 03" Stage. Bangalore.

Dear M. C. Mahesh Kumar

This is to intimate you that, you have been appointed as a Lecturer in Civil Engineering Department in our CITY ENGINEERING COLLEGE w. e. f. 26/09/2006 basec on your application and personal interview you had with following terms; the conditions, and us.

1. Your post will be confirmed subject to the satisfactory completion of One year Probation compulsorily and to be confirmed by a separate letter of appointment from the Management.

2. You will be paid Salary in the scale of Rs.8,000( 8000-275-13500) + DA and Other

allowances per month.

3. As a Lecturer in Civil Engineering Department, you need to maintain punctuality, discipline and Decorum of the College, by keeping the professional secrecy and status and will not indulge in student activities and anti college activities.

4. You shall work on a full-time basis between 9.00 a.m. and 5.00 p.m. from Monday to

Saturday. You should not leave the department without written permission.

5. You shall avail leave and holidays as per the College rules. Leave is not a prerogative of the employees, unless and otherwise sanctioned by the President. Unauthorized absence of more than 4 days from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days leave for the purpose of salary calculation. Unauthorisedly absenting more than three times is liable for termination of job.

6. The academic year starts from October of the current year to July of the next year. You are required to work till the end of the academic year (July). If you want to discontinue from the services, you are required to give one months notice on July 1st and get yourself relieved by July 31st in any year. If you wish to continue you are required to confirm your willingness in writing by 1st of July the management should approve every year and the same. The condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid any jumping from our college to any other college in the middle of the academic year, which affects the students interests.

7. You will be relieved within the said academic year if your services are not satisfactory as per the expected standards of the said academic year if your services are not satisfactory as per the expected standards of the college and if you involve in any anti-student and anti-management activities or ideal to college and if you involve in any anti-student and anti-management activities or ideal to college and if you involve acquired) management activities or if you got a Government job (proof required)

8. If you decide to discontinue the job on your own during the academic studies will be July) the academic schedule gets disturbed and consequently students studies will be affected, as the sole chief the sole chie affected, as the sole objective of the College is to provide quality education. You are required to pay controlled to pa required to pay compulsorily pre-calculated liquidated damages to the college to an extent of an amount of amount of an amount of an amount of amount extent of an amount equivalent to 6 months salary drawn by you Rs. 50,000/- whichever is less.

9. Your job is transferable to any of the institutions under Jayanagar Education Society or its associated and institutions. its associated institutions in India or abroad including the new Institutions and institutions

10. Before reporting to the dary you should deposit all original certificates and testimonials with the Cally of the dary you should deposit all original certificates and testimonials with the College for immediate verification by the University or Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you after you dissociates with the college.

11. If you are satisfied with the above conditions and willing to join our college please conform your date of joining & retain the first copy of this Appointment letter and append your signature on the second copy and return the same.

With best wishes.

Yours sincerely,

Principal. ---City Engineering College.

and the figure graph of many and Many and Many and I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original Marks Statements to the Management, I also declare that I have the eligibility to teach as per UGC or/and AICTE norms and as long as I am in employment with Jayanagar Education Society, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer.

M. G. Mahelf Flunds Signature of the candidate:

Date: 16 05 2006



## CITY ENGINEERING COLLEGE

Via Kanakapura Road, Doddakalsandra, Bangalore - 560 062. Tel: 080 26669313 / 14, Fax: 26669314

Duty	Jo	in	ing	Re	po	rt
J	_		5		- F	

Duty Joining Report
Name: Mahesh kumaru MC
Address : a) Permanent 154 50ft Rd
BSK III, 240 Paindwloom.
Contact No. :
b) Local
Contact No. :
Qualifications: M. Teub Envianmental Engineering
Date of Birth: 05.04.1980 Name of Post: Le CHUSUS
No. & Date of Appointment Order: 25.9.2006
Salary & Scale: 8000 - 275 - 13500
As per the above appointment order, I wish to report for duty today forenoon/ afternoon. I have read and understood all the conditions of appointment and agree to abide by the same. I undertake not to apply for any other job except through the Principal and also not to take up any other remunerative or honorary work full time or part time without the written permission from the Principal.
Date: 26 A 2006  Signature
Counter Signed by the Head of the Department :
Head of the Department
He / She is permitted to join duty on the forenoon / afternoon of

CC to : Accounts / Personal File

Principal



## ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ) Jayanagar Education Society (R)

ಸಂಖ್ಯೆ 27/2, 33ನೇ ಕ್ರಾಸ್, 2ನೇ ಮುಖ್ಯ ರಸ್ತೆ, 7ನೇ ಬ್ರಾಕ್, ಜಯನಗರ, ಬೆಂಗಳೂರು – 560 070, 080–2664 9277 No. 27/2, 33<sup>™</sup> Cross, 2<sup>™</sup> Main Road, 7<sup>™</sup> Block, Jayanagar, Bangalore - 560 070. 080-2664 9277

1st Nov 2022

Mr. M C Mahesh Kumar Near Janatha bazar bus stop, No.154, 50 ft Road, BSK 3<sup>rd</sup> stage Bengaluru

Dear Mr. M C Mahesh Kumar

Subject: Promoted as Associate Professor in the Department of Civil Engineering for City Engineering College (CEC) with effect from 1-11-2022

We are happy to inform you that you have been appointed as Associate Professor in the department of Civil Communication Engineering for City Engineering College, Doddakallasandra, Bengaluru -560061, with the following terms and conditions:

Your date of Promotion will be 1-11-2022. Please give your acceptance to the Principal of the College and Complete the formalities.

- 1. Your will be on one-year probationary period, if the performance Appraisal Committee (PAC) recommends a separate letter of appointment will be issued by the Chairman City Institutions Bangalore.
- 2. You will be paid in the AICTE Scale and other admissible allowances.
- 3. As a Associate Professor in the above said position, you need to maintain punctuality, teaching standards, discipline, Professional Secrecy and ethics, standard of education, dress code, personal hygiene and decorum as detailed by the institution.
- 4. You are require to furnish a copy of AADHAR card PAN card / Passport as a proof of permanent and present address, Date of Birth, Mobile number and Email Id, also submit two passport size photos
- 5. You are required to produce two letters of reference from the persons known to you for the last two years.
- 6. You shall work on full time basis from 9A.M to 5.30PM and should not leave the college without the written permission of the principal during the working hours on all working days. You will follow the leave rules and holidays normally observed in CITY Institutions. You shall avail leave with prior approval as per the college rules. During the period of probation staff are permitted to avail casual leaves and declared holidays.
  - 7. You are entitle for 12 days of casual leave per year, one casual leave for every completed month of service and CL can be accumulated during the calendar year, but cannot be utilized in advance for the forth coming months.
  - 8. Unauthorized absence of more than 3 days continuously from attending the duties will be liable for termination of your services without notice and unauthorized absence of a day will be calculated as two days of absence for the purpose of salary calculation.
- 9. You cannot resign or discontinue your services within the Semester as per VTU rules. Your may leave at the end of Semester by giving three months prior notice by submitting a resignation letter to the Principal of the City Engineering college and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of each academic year and the same should be approved by the Chairman of the Trust, the original marks cards will be returned to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the academic interest of students during the academic year and to avoid switching over from one Institution to another in the middle of the Academic Year.
- 10. You will be relieved within a reasonable time, if you get a Government Job/Foreign Assignment/prolonged illness and not fit to work. (Proof of documentary evidence is required in all cases). You will also be relieved within the said academic year without notice if your services are not satisfactory and your teaching quality and indinistrative capabilities are not as per the expected quality standards of the college.

11. You will be relieved if you are not willing to accept the delegated responsibilities. If you involve in any Anti-student and anti-management activities to accept the delegated responsibilities. If you involve in any Anti-notice and student and anti-management activities, your services will be terminated immediately without giving any prior protice and you will be presented auto-the delegated responsibilities. If you involve it any prior student and anti-management activities, your services will be terminated immediately

12. I you decide to discontinue the job on your own in the middle of the academic year, the academic schedule and classes will get affected. However, the job on your own in the middle of the academic year, the academic schedule and the last working day (i.e., if the last selected blance the last schedule and the last schedule an classes will get affected. Hence you are required to give three months notice, prior to the last working day (i.e., if the last working day of the las the last working day of the semester is June 15th notice to be given by March 15th ) or pay compulsorily pre-calculated liquidated days are required to give three months notice, prior to the last working pre-calculated liquidated days are required to give three months and the recruitment expenses, calculated liquidated damages to the college to an extent of three months' salary to cover the recruitment expenses. cost of advertising, conducting interviews, expert professional interviewers' fees and all other associated expenses.

13. Before you get relieved you have to handover the relevant documents, work related materials and payback any advance amount taken and payback and payback any payback amount taken and payback and advance amount taken, return library books, institutional data backup, mobile phones, to the Adminstrative Officer / Drive, External Hard Dist, Software CDs, Cupboard and Drawer keys, Camera etc., to the Adminstrative Officer / Trustees and Submit 1900. Trustees and Submit NOC to the Principal.

14. You should attend college all times, if there is any work related to college examinations, submission of proposals to AICTE. VTI. No. academic activities ( to AICTE, VTU, NBA, NAAC etc, or work related to annual day celebrations, academic activities (
conferences/seminary. conferences/seminars/workshop), functions or attending princiapal's meeting, internal audit committees, library stock verification or attending princiapal's meeting, internal audit committees, library stock verification or any other work assigned by the Principal/ Director/Trustees/higher officials of the institution.

#### 15. Special benefits and consideration for employees:

a) Marriage: employees completed two years of continuous service in teaching/non-teaching category (in any

of the institution under City Group of Institutions are eligible for 1-week paid leave.

Maternity leave (ML) (Applicable for Female staff mambers): should have put in minium of two years of continuous service, 15 days paid leave (one week before and one week after delivery) will be granted for the first child only.

16. Every year member of performance appraisal committee (PAC) will review your performance, behavior, punctuality and submit a report for consideration of continuation of your services and increment. You should have put in 08 (eight months of continuous service before June of the year to be eligible for increment. However, Trust will have the right to withhold or defer increment in case your services are not satisfactory and other factors affecting the institution in general, specifically finances.

17. Your job is transferable to any institution under Jayanagar Education SocietyR Associated/ Collaborated Institutions India including the new institutions proposed to be established indifferent parts of India.

18. If you are satisfied with the above conditions and willing to join or continue in our institution, kindly retain the first copy of this appointment letter, sign on the second copy and return the same to the Principal of the College.

For Jayanagar Education Society (R)

Authorized Signatory

### LETTER OF ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions; I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms. As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the Society ®, I will not leave the conege in the finance of the students, in case of breach of understanding by me, management can take legal action against me as per above

Name: Makesh Kemar M. C Mob: gay 10 74405



#### ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ) Jayanagar Education Society (R)

ನಂ.೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ತೆ, ೨ನೇ ಮುಖ್ಯ ರಸ್ತೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು-೫೬೦ ೦೭೦. 🕿 ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. 🕿 2664 9277.

05th August 2014

Mr. Guruprasad N #526, 8th Main,, 02nd Cross, H Block, R. K. Nagar, Mysore

Dear Mr. Guruprasad N

Sub: Appointment as an Assistant Professor in the Department of Civil Engineering Branch.

This is to intimate you that, you have been appointed as Assistant Professor, Department of Civil Engineering Branch in City Engineering College, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 26, 720/- per month in the AICTE Scale
- 3. As an Assistant Professor in the above said department you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per \text{TU rules.} You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the In the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti-college and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

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7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and concern the property of the schedule gets disturbed and concern the property of schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide smaller adventage. the College is to provide quality education. Both college and you are required to give one month's notice to either side is 30 days before the college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of Re 50,000/2 to compulsorily pre-calculated liquidated an extent of Re 50,000/2 to compulsorily pre-calculated liquidated an extent of Re 50,000/2 to compulsorily pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.

- 8. For calculation of increment, which is due from the month of October and salary payable in November of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1st March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your Increment and continuation of services in Jayanagar Education Society Institutions.
- 9. Your job is transferrable to any of the Institutions under Jayanagar Education Society or associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10. If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam , invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11. Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12. If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes,

For CITY ENGINEERING CULLEGE Society®

ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms . As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date: 05 08 2014

Signature of the candidate

Name: GURUPRASAD.N



CC to : Accounts/Personal file

# ENGINEERING COLLEGE

VASANTHAPURA, BANGALORE - 560 062.

## DUTY JOINING REPORT

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7.0.17	Charles Charles
NAME: GURUPRASADIN	THE Block
	and crow,
ADDRESS: a) PERMANENT # 526, 8th main,	THE TARK LIFTON
WITH PHONE NO. Dunk Lichna ne	gae, Mysoke
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QUALIFICATIONS: B.E. M. tech.	- Masunia (1.208/ 5
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DATE OF BIRTH : 14 09 1989.	
NAME OF POST: Assistant Project	sol.
NAME OF POST : A 83/37 CT	District
NO. & DATE OF APPOINTMENT ORDER: 05/08/2014	
NO & DATE OF APPOINTMENT ORDER : OS OS OS OS	
NO. & DAIL OF 1229	* * * <u>* * * * * * * * * * * * * * * * </u>
SALARY & SCALE:	
As per the above appointment order, I wish to report for duty tod understood all the conditions of appointment and agree to abide for any other job except through the Principal and also not to take	e up any other remunerative or honorary
work full time or part time without the written permission from	
for any other job except through the Principal and also not to work full time or part time without the written permission from	
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Date: 05   08   2014	the Principal  Guerra  Signature
Date: 05   08   2014	Signature
work full time or part time without the written points	Signature
Date: 05   58   2014	Signature
Date: 05   08   2014	Signature
Date: 05   08   2014	Signature
Date: 05   58   2014  Counter signed by the Head of the Department	Signature
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28" March 2016

NIT BITTEL KUMTAT SIN DIE SENSWEITE WIENE LEIN MEIT, WEITUNGTE WIENE DIE REMONTHIEGET SENGELUT

Dear Mr. What Kurtar S N

sub: Apprintment as an Assistant Professor in the Department of Civil Engineering Branch.

This is an inclinate you that, you have been appointed as Assistant Professor Department of Civil Engineering College, with the following terms and conditions.

I your appointment is against permanent vacancy and subject of satisfactory completion of one variously protectionary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Javanagara Education Society®.

2. You will be paid total employments of ₹ 23,300/- per month in the AICTE Scale

- 3. As Assistant Professor in the above said department you need to maintain punctuality, teaching sandards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You stall work full time basis and you should not leave the department without the written permission of the Primologial during the college working hours 9 A.M. to 5 P.M. on all working days. You stall exact leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anticollege and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

professional fees and all other associated expenses.

8. For calculation of increment, which is due from the month of October and salary payable in November of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1st March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment. In case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society Institutions.

9. Your job is transferrable to any of the institutions under Jayanagar Education Society or it associated institutions in India or abroad including the new Institutions and Institutions propose, to be started at different parts of India.

10. If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam, invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.

11. Before reporting to the duty you should deposit all original certificates and testimonials with the College for Immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.

12. If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes,

For CITY ENGINEERING CULLINE Society®

President Becretary

ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms. As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date:

Signature of the candidate
Name: VINAY KUMAR S.N.



# ENGINEERING COLLEGE

VASANTHAPURA, BANGALORE - 560 062.

### DUTY JOINING REPORT

NAME : Vinay Ku.	mar S.N.
ADDRESS: a) PERMANENT WITH PHONE No.	Vinaj kumon s.N. S/o Nogoroju S.T., Rolaji  vinaj kumon s.N. S/o Nogoroju S.T., Rolaji  uzlejo, kolidore erfension, kostologeze(T), Tumkus(D)  (10 Sareshooth), #6, Lote mark,  Tuanajjotusuogan, Bangaloste, 560056
b) LOCAL	(1) Saragnoon, \$16, Loth mak,
	Tuanajokunagar, Bangaloste, 5600,6
A transfer of the second	
QUALIFICATIONS: M.E.	(En vironmental Engineering)
DATE OF BIRTH :	07/1991
NAME OF POST :	
NO. & DATE OF APPOINTME	NT ORDER:
SALARY & SCALE:	300 / month
understood all the conditions of a	er, I wish to report for duty today forenoon/afternoon. I have read and ppointment and agree to abide by the same. I undertake not to apply the Principal and also not to take up any other remunerative or honorary at the written permission from the Principal
Date: 29-03-2016	ving kings
Counter signed by the Head of the	Department
	Head of the Department
He/She is permitted to join duty on	the forenoon / afternoon of $29-03-2016$
CC to: Accounts/Personal file	Principal



# ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ) Jayanagar Education Society (R)

ನಂ. ೨೭/೨, ೩೩ನೇ ಅದ್ವರಸ್ತೆ. ೨ನೇ ಮುಖ್ಯರಸ್ತೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು – ೫೬೦ ೦೭೦. 🕿 ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. 🕿 2664 9277

28th December 2016

Mr. Nishant Kumar Ward 3, Near 3rd Crossm Jayanagar, Gangavathi, Koppal

Dear Mr. Nishant Kumar

<u>Sub</u>: Appointment as an Assistant Professor in the Department of Civil Engineering Branch.

This is to Intimate you that, you have been appointed as Assistant Professor Department of Civil Engineering branch in City Engineering College from 30th December 2016, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- You will be paid total emoluments of ₹ 23,300/- per month in the AICTE Scale
- 3. As Assistant Professor in the above said department you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti- college and anti management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

- 7. If you decide to discontinue the job on your own during the academic year the academic Schedule gets disturbed and consequently student studies will an academic year the academic schedule gets to disturbed and consequently student studies will an academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are accounted to either side i.e. 30 provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. To come of the semester to come of the semester to come of the semester. days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated days are required to give one month's notice to either to pay to cover the part compulsorily pre-calculated liquidated days are required to give one month's notice to either to pay to cover the part compulsorily pre-calculated liquidated days are required to give one month's notice to either to pay to cover the part compulsorily pre-calculated liquidated days are required to give one month's notice to either to pay to cover the part compulsorily pre-calculated liquidated days are required to give one month's notice to either to pay to cover the part compulsorily pre-calculated liquidated days are required to give one month's notice to either the pay to cover the part compulsorily pre-calculated liquidated days are required to give one month's notice to either the pay to cover the part compulsorily pre-calculated liquidated days are required to give one month's notice to either the pay to cover the part cover the pay to cover compulsorily pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the part time lecturers remuneration. Cost of advantages to the college to an extent of Rs.50,000/- professional fees and all time lecturers remuneration, cost of advertising, conducting Interviews, experts professional fees and all other associated expenses
- 8. For calculation of increment, which is due from the month of July and salary payable in August of every year and one should have but in 7/2000. year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college of should have jointed the college on or before 1st March. Increment will be paid for every completed year of service in our college, subject to user before 1st March. service in our college, subject to your teaching performance and general behavior, punctuality, particles in academic and concurricular activities activities activities and concurricular activities activities and concurricular activities act In academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international designation of seminars, workshops, publication of seminars, workshops, which were also seminars and semina national and international journals during the academic year. However, Society will have the right to withhold/defer your lacroment. withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review committee (PAC) will review your services and recommend for your increment and continuation of services in Javanagar Education Secretary Institution of Services in Jayanagar Education Society Institutions.
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its associated institutions in Toda or about a started at Institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam , invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11. Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12, If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal. along with Original Certificates.

With best wishes, for Jayanagara Education Society®

President / Secretary

#### ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms . As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date : 30 \17 16

Signature of the candidate

Name:



CC to: Accounts/Personal file

# CITY ENGINEERING COLLEGE

VASANTHAPURA, BANGALORE - 560 062.

#### **DUTY JOINING REPORT**

NAME : Nishant Kumar	
NAME: Nishant Kumar  ADDRESS: a) PERMANENT Ward 3, near  WITH PHONE No. Gangavathi,	3rd cross Jayanagar
(gangavathi)	xoppai
b) LOCAL	
QUALIFICATIONS: B.E. M. Tech	
DATE OF BIRTH : 06-04-1992	
NAME OF POST : Assistant Professe	
NO. & DATE OF APPOINTMENT ORDER: 30 -	· · · · · · · · · · · · · · · · · · ·
	1
SALARY & SCALE: 23,300/-	
As per the above appointment order, I wish to report for duty understood all the conditions of appointment and agree to a for any other job except through the Principal and also not to work full time or part time without the written permission is	take up any other remunerative or honorary
a).	Nishi
Date: 30 - 12 - 2016	Signature
Counter signed by the Head of the Department	
	DI. C. O. John H-2
	Head of the Department
He/She is permitted to join duty on the forenoon / afternoon	1 of 30-12-2016
terbile is perimited to join daily on and and	
	N 11

Principal



## ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ)

## Jayanagar Education Society (R)

ನಂ 27/2, 33ನೇ ಅಡ್ಡರಸ್ತೆ, 2ನೇ ಮುಖ್ಯರಸ್ತೆ, 7ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು - 560070. 🕿 080 26649. No. 27/2, 33<sup>st</sup> Cross. 2<sup>st</sup> Main Road. 7<sup>st</sup> Block Jayanagar, Bangalore - 560070. ☎ 080 2664927

29th July 2019

Mr. Jayanth K S D229, Mahaveer Marvel Apartments, Kodichikanahalli Main Road, Bengaluru

Dear Jayanth K S

Sub: Appointment as an Assistant Professor In the Department of Civil Engineering - reg

This is to intimate you that, you have been appointed as Assistant Professor Department of Civil Engineering in City Engineering College w. e. f. 01st August 2019, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 23,300/- per month in the AICTE Scale
- 3. As a Assistant Professor you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anticollege and anti management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably. Ale por

.. ...2

- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the part time lecturers remuneration, cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of July and salary payable in August of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1<sup>st</sup> March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam, invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12, If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes, for Jayanagara Education Society®

President / Secretary

#### ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms. As long as I am in employment with that I have the eligibility to teach as per UGC or/and AICTE norms. As long as I am in employment with Jayanagar Education Society (B), I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date:

Signature of the candidate Name + Jayarth . K. S



JAYANAGAR EDUCATION SOCIETY (R)

Doddakallasandra, Off. Kanakapura Road, Bangalore - 560 061.

	DUTY JOINING REPORT	003
NAME : Jayan	th.K·S	
ADDRESS: a) PERMANEN WITH PHONE No.	, Kate groad, Shiven	nogga - 577201
b) LOCAL	D229, Mahaveer Mar	uch appartments,
	KodichiKanahalli Main	r proad,
	Bengoliou	
QUALIFICATIONS :M	. Tech [Trumsportation E	ingg & Management]
DATE OF BIRTH :O	2/11/1995	· .
NAME OF POST :	ssistant professor.	
	ENT ORDER :	
SALARY & SCALE :		1 1 2 2
understood all the conditions of	order. I wish to report for duty today forent appointment and agree to abide by the s the Principal and also not to take up any ten permission from the Principal.	same. I undertake not to apply
Date: : ou/- o / o		Jayanth !
Date: 01/08/2019		Signature
Counter signed by the Head of	if the Department	
		Out swamy
He/She is permitted to join du	ty on the forenoon / afternoon of	Head of the Department
	*	

CITY ENGINEERING COLLEGE Kanakapura Main Road, BANGALORE - 560 061

Principal

CC to: Accounts / Personal File



ನಂ 27/2, 33ನೇ ಅಡ್ಡರಸ್ತೆ, 2ನೇ ಮುಖ್ಯರಸ್ತೆ, 7ನೇ ಬಡಾರ್ವ್, ಜಯನಗರ, ಚಿಂಗಳೂರು – 560070. 🕿 080 26649 No. 27/2, 33<sup>st</sup> Cross, 2<sup>st</sup> Main Road, 7<sup>st</sup> Block, Jayanagar, Bangalore - 560070 🕿 080 2664927\*\*

26th February 2020

Mr. Manjunath K B S/o Eshwarappa A S Chikk devarahalli, Channagiri Davanagere

Dear Manjunath K E

9117

Sub: Appointment as an Assistant Professor in the Department of Civil Engineering - reg

This is to intimate you that, you have been appointed as Assistant Professor Department of Civil Engineering in City Engineering College w. e. f. 01st March 2020, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 23,300/- per month in the AICTE Scale
- 3. As a Assistant Professor you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary, Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anticollege and anti management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently are the consequently and consequently are the consequently and consequently are the consequently ar disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. But the sole objective of the college is to provide quality education. But the sole objective of the college is to provide quality education. provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the arrangement of the end of the e days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated light the semester. compulsorily pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the part time lecturers remuneration. time lecturers remuneration, cost of advertising, conducting Interviews, experts professional fees and all other associated expenses. other associated expenses.
- 8. For calculation of increment, which is due from the month of July and salary payable in August of every year and one should have not be institution or you year and one should have put in 7(seven) months service within the academic year in the institution or you should have followed the service within the academic year in the institution or you. should have jointed the college on or before 1st March. Increment will be paid for every completed year of service in our college, subject to service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-currently of articles in in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and interpolation. national and international journals during the academic year. However, Society will have the right to withhold/defer your increases. withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your Increment and continuation of services in Javanagar Education Continuation of services in Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its associated institutions in Testing Institutions Institution institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam , invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11. Before reporting to the duty you should deposit all original certificates and testimonials with the Cellege for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12,If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes, for Jayanagara Education Society®

President / Secretary

### ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms. As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date:

Signature of the candidate

Manjunath. K.E



JAYANAGAR EDUCATION SOCIETY (R) Doddakallasandra, Off. Kanakapura Road, Bangalore - 560 061.

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D	IUTY JOINING REPORT	004
NAME : Manjunath	· K.E	
ADDRESS: a) PERMANENT	Jevenahalli (P) Channa	siri (q) Davanagula
b) LOCAL		
QUALIFICATIONS : B.E.	M.Tech	
DATE OF BIRTH : 9 1	1995	
NAME OF POST : Asse	otant professon.	Distriction of the second of t
NO. & DATE OF APPOINTME	ENT ORDER: $\frac{2}{3}/\frac{3}{2020}$	* Control of the Cont
SALARY & SCALE :		
understood all the conditions of for any other job except through work full time or part time without the writt	der. I wish to report for duty today foreno appointment and agree to abide by the sathe Principal and also not to take up any ten permission from the Principal.	ame. I undertake not to apply
Date: 2/3/2020		Signature
Counter signed by the Head o	of the Department	Head of the Department
He/She is permitted to join du	uty on the forenoon / afternoon of	2,3,20
CC to: Accounts / Personal	File	Principal 3 12



ನಂ.೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ತೆ, ೨ನೇ ಮುಖ್ಯ ರಸ್ತೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು-೫೬೦ ೦೭೦. ☎ ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. ☎ 2664 9277.

Date: 01/08/2007

Ms. Sowmya Naik. P. T D/o Dr. P. R. Thippeswamy Naik, #66, 1<sup>st</sup> Main Road, Renukambanagar, Chunchagatta Main Road, Konankunte Post, Bangalore – 560085.

Dear Sowmya Naik. P. T

This is to intimate you that, you have been appointed as a Lecturer in Computer Science& Engineering Dept. in our CITY ENGINEERING COLLEGE, w.e.f. 01/05/2007 based on your application and personal interview you had with following terms, the conditions, and us.

- 1 Your post will be confirmed subject to the satisfactory completion of One year Probation compulsorily and to be confirmed by a separate letter of appointment from the Management.
- You will be paid total emoluments of Rs.10,000/- (Rs. Ten Thousand only) Per month Consolidated with a basic of Rs. 8,000 + Rs. 2,000 other allowances as per norms.
- As a Lecturer Computer Science Engineering Department, you need to maintain punctuality, discipline and Decorum of the College, by keeping the professional secrecy and status and will not indulge in student activities and anti college activities.
- 4. You shall avail leave and helidays as per the College rules. Leave is not a prerogative of the employees, unless and otherwise sanctioned by the President. Unauthorized absence of more than 4 days from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days leave for the purpose of salary calculation. Unauthorisedly absenting more than three times is liable for termination of job.
- 5. The academic year starts from October of the current year to July of the next year. You are required to work till the end of the academic year (July). If you want to discontinue from the services, you are required to give one months notice c<sup>--</sup> July 1<sup>st</sup> and get yourself relieved by July 31<sup>st</sup> in any year. If you wish to continue you are required to confirm your willingness in writing by 1<sup>st</sup> of July the management should approve every year and the same. The condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid any jumping from our college to any other college in the middle of the academic year, which affects the students interests.

.....2

- 6. You will be relieved within the said academic year if your services are not satisfactory as per the expected standards of the college and if you involve in any anti-student and anti-management activities or if you get a Government job (proof required)
  - 7. If you decide to discontinue the job on your own during the academic year (October to July) the academic schedule gets disturbed and consequently students studies will be affected, as the sole objective of the College is to provide quality education. You are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of an amount equivalent to 6 months salary drawn by you Rs. 50,000/- whichever is less.

8. Your job is transferable to any of the institutions under Jayanagar Education.

Society or its associated institutions in India or abroad including the new Institutions and institutions proposed to be started at different parts of India.

- 9. Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the University or Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you after you dissociates with the college.
- 10. If you are satisfied with the above conditions and willing to join our college please retain the first copy of this Appointment letter and append your signature on the second copy and return the same.

With best wishes.

Yours sincerely,

Principal.

City Engineering College,

I have read the above terms and conditions, I have understood the contents fully, and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement ... I agree to submit/surrender my original Marks Statements to the Management, I also declare that I have the eligibility to teach as per UGC or/and AICTE norms and as long as I am in employment with Jayanagar Education Society. I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer.

Signature of the candidate:

Date: 1 08 2007



CC to : Accounts/Personal file

# CITY ENGINEERING COLLEGE

VASANTHAPURA, BANGALORE - 560 062.

### **DUTY JOINING REPORT**

NAME: Sowmya Naik. P.T
ADDRESS: a) PERMANENT No. 66, 1st Main Road, Renuk ambanagas, WITH PHONE No.  Chunchagath MnRd konant unte poet, Rangaloxe - 62 PH: -08/0-26323126, 99868642/76
b) LOCAL  Chunchagath MnRd Konankunte fost, Bangalore - 62  PH: - 08/0-26323126, 99868642/76  Bangalore - 62
* 3.00 * *
QUALIFICATIONS: BE
DATE OF BIRTH : 21 - 05 - 1985
NAME OF POST : Lectures
NO. & DATE OF APPOINTMENT ORDER : $l-08-2007$
SALARY & SCALE:
As per the above appointment order, I wish to report for duty today forenoon/afternoon. I have read and understood all the conditions of appointment and agree to abide by the same. I undertake not to apply for any other job except through the Principal and also not to take up any other remunerative or honorary work full time or part time without the written permission from the Principal
() anih
Data: 1 Signatura
Date: 1 - 08 - 2007 Signature
Date: 1 - 08 - 2007  Counter signed by the Head of the Department
Counter signed by the Head of the Department

Principal



ನಂ. ೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ತೆ, ೨ನೇ ಮುಖ್ಯರಸ್ತೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು – ೫೬೦ ೦೭೦, 🕿 ೨೬೬೪ ೯೨೭೭

No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070 2 2664 9277

28th December 2018

Dr. K. G. S. Venkatesan #14-193 Krishna Reddy Nagar, Thimmi Reddy Palem, Auto Nagar, Thirupathi

Dear K. G. S. Venkatesan

Sub: Appointment as a Professor in the Department of Computer Science & Engineering Branch - reg

This is to intimate you that, you have been appointed as Professor, Department of Computer Science & Engineering in City Engineering College with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
  - 2. You will be paid total emoluments of ₹ 75,000/- (₹ Seventy Five Thousand Only) per month Consolidated in the AICTE Scale inclusive of other admissible allowances.
  - 3. As a Professor you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
  - 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti- college and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of ₹ 1,00,000/- to cover the cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of October and salary payable in November of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before is March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam , invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11. Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12, If you are satisfied with the above conditions and willing to join our college, please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes. for Jayanagara Education Society®

President / Secretary

#### ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms . As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date:

Signature of the candidate

Signature of the candidate Name: Dr. K.G.S. Venkatelan



VASANTHAPURA, BANGALORE - 560 062.

### **DUTY JOINING REPORT**

NAME: K.G.S. Venkatelan
ADDRESS: a) PERMANENT NO. 450 3rd Cross
WITH PHONE No. 8th Mark Gubbalala Village B'lose-61
b) LOCAL # 14-193, Krisha Reddy Nager
Thimmi Reddy Palem, Auto Naga
Jisupatli - 517507
QUALIFICATIONS: M. Tech, Ph.D.
DATE OF BIRTH :
NAME OF POST : Professor
NO. & DATE OF APPOINTMENT ORDER: 28th December 2018
SALARY & SCALE: 75,000 -
As per the above appointment order, I wish to report for duty today forenoon/afternoon. I have read and understood all the conditions of appointment and agree to abide by the same. I undertake not to apply for any other job except through the Principal and also not to take up any other remunerative or honorary work full time or part time without the written permission from the Principal
a perlind
Date: Signature
Counter signed by the Head of the Department
Head of the Department
He/She is permitted to join duty on the forenoon / afternoon of
CC to: Accounts/Personal file



# ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ)

## **Jayanagar Education Society (R)**

ನಂ 27/2, 33ನೇ ಅಡ್ಡರಸ್ತೆ, 2ನೇ ಮುಖ್ಯರಸ್ತೆ, 7ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು − 560070. 🕿 080 26649277 No. 27/2, 33<sup>eth</sup> Cross, 2<sup>eth</sup> Main Road, 7<sup>eth</sup> Block, Jayanagar, Bangalore - 560070. 🕿 080 26649277

16th August 2019

Dr. Nanda Kumar A.N Hebbal Bengaluru

Dear Dr Nanda Kumar

<u>Sub</u>: Appointment as a Professor in the Department of Computer Science & Engineering Branch.

This is to intimate you that, you have been appointed as Professor Department of Computer Science & ineering branch in City Engineering College, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of Rs. 50,000/- per month.
- 3. As Professor in the above said department you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 4.30 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorized, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the sident/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti- college and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.
- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of 1,00,000/- to cover the cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.

Delevo

- 8. For calculation of increment, which is due from the month of October and salary payable in November of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1<sup>st</sup> March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam, invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11. Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12, If you are satisfied with the above conditions and willing to join our college, please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes.

for Jayanagara Education Society®

President / Secretary

### **ACCEPTANCE OF THE EMPLOYEE**

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms. As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date: 16.8.2019

Signature of the candidate

Name: A N NANDAKUMAR



JAYANAGAR EDUCATION SOCIETY (R)

Doddakallasandra, Off. Kanakapura Road, Bangalore - 560 061.

### **DUTY JOINING REPORT**

002

Kanakapura Main Road, BANGALORE - 598 061

W.		002
NAME : DY A.N.	Vanda Kumai	
ADDRESS: a) PERMANENT	#3, Muneswara Bloe	K
WITH PHONE No.	#3, Muneswara Bloe Cholonayakana Itali,	Chola Nager
b) LOCAL	SSA Road. Hel	std-
Secretary Constitution of the Constitution of	Bg-32	
QUALIFICATIONS : BSc.	BE, Misch, PhD.	
DATE OF BIRTH :	9.01.1953	
	Lessor	
NO. & DATE OF APPOINTME	NT ORDER :	
SALARY & SCALE :		
understood all the conditions of a	ler. I wish to report for duty today forenoon/aft appointment and agree to abide by the same. The Principal and also not to take up any other in permission from the Principal.	I undertake not to apply
		Doomolekon
Date: 16, 08 2019		Signature
Counter signed by the Head of t	the Department	
	He	ead of the Department
He/She is permitted to join duty	on the forenoon / afternoon of	6.08.2019
( 15.12 Me)		
CC to : Accounts / Personal File	3	Riperipal



# ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ)

# Jayanagar Education Society (R)

ನಂ. 27/2, 33ನೇ ಅಡ್ಡರಸ್ತೆ, 2ನೇ ಮುಖ್ಯರಸ್ತೆ, 7ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು − 560070. ☎ : 080 26649277 No. 27/2, 33<sup>rd</sup> Cross, 2<sup>rd</sup> Main Road, 7<sup>th</sup> Block, Jayanagar, Bangalore - 560070. ☎ : 080 26649277

01st February 2022

Dr. M. Vinaya Babu, H. No. 11-7-8, Kalidas Street, Bapatla, Guntur-522101

Dear M. Vinaya Babu,,

Sub: Appointment as Associate Professor in the department of Computer Science & Engineering for City Engineering College (CEC) with effect from 01/02/2022

This is to inform you that you have been appointed as Associate Professor the department of Computer Science & Engineering for CITY Engineering College, Doddakallasandra, Bengaluru-560061, with the following terms and conditions:



Your date of appointment will be First February 2022. Please give joining report to the Principal of the College and complete the joining formalities.

- 1. You will be on one-year probationary period, if the Performance Appraisal Committee (PAC) recommends a separate letter of appointment will be issued by the Chairman City Institutions Bangalore.
- 2. You will be paid in the AICTE Scale of ₹55,000/- and other admissible allowances.
- 3. As a Associate Professor in the above said position, you need to maintain punctuality, teaching standards, discipline, professional secrecy and ethics, standard of education, dress code, personal hygiene and decorum as detailed by the institution.
- 4 You are required to furnish a copy of AADHAR card PAN card / Passport as a proof of permanent and present address, Date of Birth, Mobile number and Email Id, also submit two passport size photos.
- 5. You are required to produce two letters of reference from the persons known to you for the last two years
- 6. You shall work on full time basis from 9A.M to 5.30P.M and should not leave the college without the written permission of the Principal during the working hours on all working days. You will follow the leave rules and holidays normally observed in CITY Institutions. You shall avail leave with prior approval as per the college rules. During the period of probation staff are permitted to avail casual leaves and declared holidays.
- 7. You are entitled for 12 days of casual leave per year, one casual leave for every completed month of service and CL can be accumulated during the calendar year, but cannot be utilized in advance for the forth coming months.
- 8. Unauthorized absence of more than 3 days continuously from attending the duties will be liable for termination of your services without notice and unauthorized absence of a day will be calculated as two days of absence for the purpose of salary calculation.
- 9 You cannot resign or discontinue your services within the Semester as per VTU rules. You may leave at the end of Semester by giving three months prior notice by submitting a resignation letter to the Principal of the CITY Engineering College and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of each academic year and the same should be approved by the Chairman of the Trust, the original marks cards will be returned to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the academic interests of students during the academic year and to avoid switching over from one Institution to another in the middle of the Academic Year.
- 10. You will be relieved within a reasonable time, if you get a Government Job/Foreign Assignment/ prolonged illness and not fit to work. (Proof of documentary evidence is required in all cases). You will also be relieved within the said academic year without notice if your services are not satisfactory and your teaching quality and administrative capabilities are not as per the expected quality standards of the College.
- 11 You will be relieved if you are not willing to accept the delegated responsibilities. If you involve in any Anti-student and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

- 12. If you decide to discontinue the job on your own in the middle of the academic Year, the academic schedule and classes will get affected. Hence, you are required to give three months' notice, prior to the last working day (i.e., if the last working day of the semester is June 15th, notice to be given by March 15th) or pay compulsorily pre-calculated liquidated damages to the College to an extent of three months' salary to cover the recruitment expenses, cost of advertising, conducting interviews, expert professional interviewers' fees and all other associated expenses.
- 13. Before you get relieved you have to handover the relevant documents, work related materials and payback any advance amount taken, return library books, institutional data backup, mobile phones, laptops, CDs, DVDs, Pen Drive, External Hard Disk, Software CDs, Cupboard and Drawer keys, Camera etc. to the Administrative Officer/ Trustees and submit NOC to the Principal.
- 14. You should attend college all times, if there is any work related to college examinations, submission of proposals to AICTE, VTU, NBA, NAAC etc. or work related to annual day celebrations, academic activities (conferences/ seminars/ workshop), functions or attending Principal's meetings, internal audit committees, library stock verification or any other work assigned by the Principal/Director/ Trustees/ higher officials of the institution.
- 15. Special benefits and consideration for employees:
  - a) Marriage: Employees completed two years of continuous service in teaching/non-teaching category (in any of the institutions under CITY Group of Institutions are eligible for 1-week paid leave.
  - Maternity leave (ML) (Applicable for female staff members): Should have put in minimum of two years of continuous service, 15 days paid leave (one week before and one week after delivery) will be granted for the first child only.
- 16. Every year members of performance appraisal committee (PAC) will review your performance, behavior, punctuality and submit a report for consideration of continuation of your services and increment. You should have put in 08 (eight) months of continuous service before June of the year to be eligible for increment. However, Trust will have the right to withhold or defer increment in case your services are not satisfactory and other factors affecting the institution in general, specifically finances.
- 17. Your job is transferable to any institution under Jayanagar Education Society® Associated/Collaborated Institutions in India including the new institutions proposed to be established indifferent parts of India.
- 18. If you are satisfied with the above conditions and willing to join or continue in our Institution, kindly retain the first copy of this appointment letter, sign on the second copy and return the same to the Principal of the College.

For Jayanagar Education Society (R)

Authorized signatoms

#### Letter of Acceptance of the Employee

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit / surrender my original marks statements to the Trust for immediate verification by any visiting inspecting teams. I hereby declare that I have the eligibility to teach and for appointment of above post as per AICTE norms and as long as I am employed with CITY Engineering College under Jayanagar Education Society ® I agree to keep my original certificates under their custody and will be returned upon my proper resignation and relieving from duties. I will not leave the College in the middle of the academic session and will not cause inconvenience to the students. In case of breach of understanding by me, Principal/management can take legal action against me as per the above terms and may inform the future employer and VTU

Signature of the Employee

Name Dr. Vinay Buln
Mob.



JAYANAGAR EDUCATION SOCIETY (R)

Doddakallasandra, Off. Kanakapura Road, Bangalore - 560 061.

DUTY JOINING REPORT	045
NAME: Dr. M. Venaya Babu	
ADDRESS: a) PERMANENT HOND 11-7-8, Kaledas Street, WITH PHONE No. Bapatla, Guntur - 522101	
b) LOCAL	
QUALIFICATIONS: 735c/MCA/MoTech/PhoD	
DATE OF BIRTH : 05-08-1978	
NAME OF POST: Associate Professo in Conquete Sci	ence Eng
NO. & DATE OF APPOINTMENT ORDER: 01-02-2022	
SALARY & SCALE : 55,000 -	
As per the above appointment order. I wish to report for duty today forenoon/afternoon. I had understood all the conditions of appointment and agree to abide by the same. I undertake for any other job except through the Principal and also not to take up any other remunerative work full time or part time without the written permission from the Principal.  Date: $\theta t   \theta 2   2022$	not to apply
Counter signed by the Head of the Department	Oignature
Head of the D	epartment
He/She is permitted to join duty on the forenoon / afternoon of	

CC to : Accounts / Personal File

Principal

Phone : 2666 9313 (General) Telefax: 2666 9314 (Principal)



# CITY ENGINEERING COLLEGE

Affiliated to VTU, Approved by Govt. of Karnataka and Recognized by AICTE, New Delhii Sponsored by Jayanagar Education Society (R) Doddakallasandra, Kanakapura Road, Bangalore - 560 062

Mr. Nandish A C #644, Lakshmi Nilaya, Meenakshi Nagar, Kamakshi Palya, New Layout, Magadi Road, Bangalore - 560079.

Date: 11/08/2005

### Dear Nandish A C

This is to intimate you that, you have been appointed as a Asst. Prof. in Computer Science & Engineering Department in our CITY ENGINEERING COLLEGE, w .e .f. 22/08/2005 based on your application and personal interview you had with following terms, the conditions, and us.

1. r post will be confirmed subject to the satisfactory completion of One year Probation compulsorily and to be confirmed by a separate letter of appointment from the

2. You will be paid total emoluments with basic scale of Rs. 12,000/-(12,000-420-18,300) +

DA and Other allowances per month as per norms.

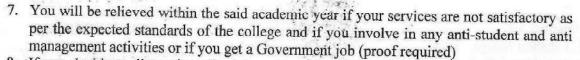
3. As a Prof. & HOD in Computer Science & Engineering Department, you need to maintain punctuality, discipline and Decorum of the College, by keeping the professional secrecy and status and will not indulge in student activities and anti college activities.

4. You shall work on a full-time basis between 9.00 a.m. and 5.00 p.m. from Monday to

Saturday. You should not leave the department without written permission.

5. You shall avail leave and holidays as per the College rules. Leave is not a prerogative of the employees, unless and otherwise sanctioned by the President. Unauthorized absence of more than 4 days from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days leave for the purpose of salary calculation. Unauthorisedly absenting more than three times is liable for termination of job.

6. The academic year starts from October of the current year to July of the next year. You are required to work till the end of the academic year (July). If you want to discontinue from the services, you are required to give one months notice on July Ist and get yourself relieved by July 31st in any year. If you wish to continue you are required to confirm your willingness in writing by 1st of July the management should approve every year and the same. The condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid any jumping from our college to any other college in the middle of the academic year, which affects the students interests.



- 8. If you decide to discontinue the job on your own during the academic year (October to July) the academic schedule gets disturbed and consequently students studies will be affected, as the sole objective of the College is to provide quality education. You are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of an amount equivalent to 6 months salary drawn by you Rs. 50,000/- whichever is less.
- Your job is transferable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and institutions proposed to be started at different parts of India.
- 10. Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the University or Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you after you dissociates with the college.
- 11. If you are satisfied with the above conditions and willing to join our college please retain the first copy of this Appointment letter and append your signature on the second copy and return the same.

With best wishes,

Yours sincerely,

Principal.

City Engineering College.

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original Marks Statements to the Management, I also declare that I have the eligibility to teach as per UGC or/and AICTE norms and as long as I am in employment with Jayanagar Education Society, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer.

Signature of the candidate:

Date:



JAYANAGAR EDUCATION SOCIETY (R)

Doddakallasandra, Off. Kanakapura Road, Bangalore - 560 061.

DUTY JOINING REPORT 034
NAME : NANDISH A.C
ADDRESS: a) PERMANENT #147 (nround Floor A Block with PHONE No.  Manayyer Fortune Aptint, on HRahally  b) LOCAL Off Magade, Road Verwanze down post Block
")
QUALIFICATIONS: BE, M. Tech
DATE OF BIRTH : 18-02-1977
NAME OF POST: ABUTON) Professor
NO. & DATE OF APPOINTMENT ORDER: 08-11-2021
SALARY & SCALE : 35,000 (-
As per the above appointment order. I wish to report for duty today forenoon/afternoon. I have read and understood all the conditions of appointment and agree to abide by the same. I undertake not to apply for any other job except through the Principal and also not to take up any other remunerative or honorary work full time or part time without the written permission from the Principal.
Signature Signature

Counter signed by the Head of the Department

Date: 08-11-2021

CC to : Accounts / Personal File

Head of the Department

034

He/She is permitted to join duty on the forenoon / afternoon of

Principal



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Mr. Vivekvardhana Reddy #12,7<sup>th</sup> main 7<sup>th</sup> cross Subbanna Garden Vijaya nagar Bangalore

01/01/2005

Dear Mr. Vivekvardhana Reddy,

I am pleased to inform you that the management has approved your promotion to the post of Assistant Professor in Computer Science & Engineering. Your promotion is based on your performance as Lecturer in the department and initiative shown in the college work.

1. Your appointment is subject to the satisfactory completion of one-year Probationary period

2. You will be paid Salary in the scale of Rs. 12000/-420-18300 - DA and Other allowances per month

- 3. As Asst. Proffessor, you need to maintain punctuality, discipline and Decorum of the College, by keeping the professional secrecy and status and will not indulge in student activities and anti college activities.
- 4. You shall work on a full-time basis between 9.00 a.m. and 5.00 p.m. from Monday to Saturday. You should not leave the department without written permission.
- 5. You shall avail leave and holidays as per the College rules. Leave is not a prerogative of the employees, unless and otherwise sanctioned by the President. Unauthorized absence of more than 4 days from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days leave for the purpose of salary calculation. Unauthorisedly absenting more than three times is liable for termination of job.
- 6. The academic year starts from October of the current year to July of the next year. You are required to work till the end of the academic year (July). If you want to discommue from the services, you are required to give one months notice on July 1st and get yourself relieved by July 31st in any year. If you wish to continue you are required to confirm your willingness in writing by 1st of July every year and the same should be academic interests of students during the academic year and to avoid any jumping from our college to any other college in the reiddle of the academic year, which after a distudents interest.

- 7. You will be relieved within the said academic year if your services are not satisfactory as per the expected standards of the college and if you involve in any anti-student and and management activities or if you get a Government job (proof required)
- . : boltage. L. rasviv .: 8. If you decide to discontinue the job on your own during the academic wear (October to July) the academic schedule gets disturbed and consequently students: studies will be affected, as the sole objective of the College is to provide quality editorsion. You are required to pay compulsorily pre-calculated liquidated damages to He college to an extent: of an amount equivalent to 6 months salary drawn by you kes 50,000/whichever is less ad Ti. be sunder it is it shill
- 9. Your job is transferable to any of the institutions under Jayanagar Editorion Society or dis associated institutions in India or abroad including the new Institutions and institutions proposed to be started at different parts of India.
- 10 Before reporting to the duty you should deposit all original certificates and testimonial with the College for immediate verification by the University of inspection Committee You may obtain acknowledgement from the college and the certificates will be returned to you after you dispociates with the college. what a links of an to take Wife
- 11. If you are satisfied with the above conditions and willing to join our college please retain the first copy of this Appointment letter and append your signature on the second eopy and return the same.

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With best wishes.

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Principal College, maintain and seathers for the control of the City Engineering College, maintain and seathers for the City Engineering College, maintain and seathers for the college of the city Engineering College, maintain and seathers for the city Engineering College, and To All Companies and Spain and Spain

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VASANTHAPURA, BANGALORE - 560 062.

### **DUTY JOINING REPORT**

NAME : VIVE KAVARDHANA REDDY B
ADDRESS: a) PERMANENT Slo N. Jayriama Reday
Fathima mansion, Kolmi Bazal, Miller-Pet Bellow
b) LOCAL #12, 7th main, 7th (ross.
Subbanna Gardons, Vijaganagas
Bangalole - 40.
QUALIFICATIONS: [M Tech CCNE)]
DATE OF BIRTH : 01 - 06 - 1978
NAME OF POST : Lecturer
NO. & DATE OF APPOINTMENT ORDER: 12-02-04
SALARY & SCALE: 5000 - 275 - 13500
As per the above appointment order, I wish to report for duty today forenoon/afternoon. I have read and understood all the conditions of appointment and agree to abide by the same. I undertake not to apply for any other job except through the Principal and also not to take up any other remunerative or honorary work full time or part time without the written permission from the Principal
Vivekawardhana Rediy
Date: 16 - 02 - 04 Signature
Counter signed by the Head of the Department
Head of the Department
He/She is permitted to join duty on the forenoon / afternoon of 16-02-2574
CC to : Accounts/Personal file  CITY ENGLY:  Principal

B



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Mr. Girish G, A, #97, 1<sup>st</sup> Main, 4<sup>th</sup> Cross, 1<sup>st</sup> Stage, MICO Layout, Arakere, Bannerghatta Road, Bangalore-76.

Date: 14/08/2006

Dear Girish G. A.

This is to intimate you that, you have been appointed as a Lecturer in Computer Science & Engineering Department in our CITY ENGINEERING COLLEGE to report on or before 14/08/2006 based on your application and personal interview you had with following terms, the conditions, and us.

- Your post will be confirmed subject to the satisfactory completion of One year Probation compulsorily and to be confirmed by a separate letter of appointment from the Management.
- 2. You will be paid Suary in the scale of Rs.8,000 (8000-275-13500) + DA and Other allowances per month.
- 3. As a Lecturer in Computer Science & Engineering Department, you need to maintain punctuality, discipline and Decorum of the College, by keeping the professional secrecy and status and will not indulge in student activities and anti-college activities.
- 4. You shall work on a full-time basis between 9.00 a.m. and 5.00 p.m. from Monday to Saturday. You should not leave the department without written permission.
- 5. You shall avail leave and holidays as per the College rules. Leave is not a prerogative of the employees, unless and otherwise sanctioned by the President. Unauthorized absence of more than 4 days from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days leave for the purpose of salary calculation. Unauthorisedly absenting more than three times is liable for termination of job.
- 6. The academic year starts from October of the current year to July of the next year. You are required to work till the end of the academic year (July). If you want to discontinue from the services, you are required to give one months notice on July 1<sup>st</sup> and get yourself relieved by July 31<sup>st</sup> in any year. If you wish to continue you are required to confirm your willingness in writing by 1<sup>st</sup> of July the management should approve every year and the same. The condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid any jumping from our college to any other college in the middle of the academic year, which affects the students interests.



.....2

7. You will be relieved within the said academic year if your services are not satisfactory as per the expected standards of the college and if you involve in any anti-student and anti management activities or if you get a Government job (proof required)

8. If you decide to discontinue the job on your own during the academic year (October to July) the academic schedule gets disturbed and consequently students studies will be affected, as the sole objective of the College is to provide quality education. You are required to pay compulsorily pre-calculated liquidated damages to the coilege to an extent of an amount equivalent to 6 months salary drawn by you Rs. 50,000/- whichever

9. Your job is transferable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and institutions

proposed to be started at different parts of India.

10. Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the University or Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you after you dissociates with the college.

11. If you are satisfied with the above conditions and willing to join our college please conform your date of joining & retain the first copy of this Appointment letter and

append your signature on the second copy and return the same.

With best wishes,

Yours sincerely,

City Engineering College.

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original Marks Statements to the Management, I also declare that I have the eligibility to teach as per UGC or/and AICTE norms and as long as I am in employment with Jayanagar Education Society, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer.

Signature of the candidate:

Date:



Via Kanakapura Road, Doddakalsandra, Bangalore - 560 062. Tel : 080 26669313 / 14, Fax : 26669314

Duty Joining Report (CS)				
Name : G.A. G. 9115h				
Address : a) Permanent #97, 1st Gooss, 4th Main,				
1st stage. MI Co Layout.				
Contact No.: Arake Die				
b) Local Bannesugatta Road,				
Bangalore - 560 076.				
Contact No.: 9844578885				
Qualifications : BE ((S)				
Date of Birth : 15 08 1975 Name of Post: Lecturor				
No. & Date of Appointment Order: 14 08 2006				
Salary & Scale: 2 8000   - 275   - 13500   -				
As per the above appointment order, I wish to report for duty today forenoon/ afternoon. I have read and understood all the conditions of appointment and agree to abide by the same. I undertake not to apply for any other job except through the Principal and also not to take up any other remunerative or honorary work full time or part time without the written permission from the Principal.				
$\mathcal{A}$ $\mathcal{A}$				
Date: 14/08/2006 Signature				
Counter Signed by the Head of the Department :				
Head of the Department				
He / She is permitted to join duty on the forenoon / afternoon of				
In Succession				
CQ to : Accounts / Personal File Principal				



ನಂ. ೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ತೆ, ೨ನೇ ಮುಖ್ಯರಸ್ತೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು – ೫೬೦ ೦೭೦. 🕿 ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. 🕿 2664 9277

25th July 2012

Mrs. Ambika P R, #337/32, F-8, B Block 1<sup>st</sup> flr, Gurupriya Akashaganga Apts, 1st main, 3rd cross, ISRO Layout, Bangalore-560 078.

Dear Mrs. Ambika PR,

Sub: Appointment as Asst Professor in the Department of Computer Science Eng .

This is to intimate you that, you have been appointed as Asst Professor in Department of Computer Science & Engineering in City Engineering College, with the following terms and conditions.

1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagar Education Society®.

2.You will be paid total emoluments of ₹ 23,300/- (₹ Twenty Three Thousand Three Hundred Only) per month in the AICTE Scale & Other admissible allowances.

- 3. As an Asst Professor in the above said department you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorised absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.

5.You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.

6.You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti- college and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

....,2

HUBINA E-K

- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the Coilege is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of Rs.1,00,000/- to cover the part time lecturers remuneration, cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of October and salary payable in November of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1st March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.

9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.

- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam , invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12,If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes, for Jayanagara Education Society®

President

ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms . As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date: 25-07-12

1.7

Signature of the candidate Name : AMBIKA P-R



CC to: Accounts / Personal File

# CITY ENGINEERING COLLEGE

Via Kanakapura Road, Doddakalsandra, Bangalore - 560 062.
Tel: 080 26669313 / 14, Fax: 26669314

# **Duty Joining Report**

Name	: Ambika P.R
Address	: a) Permanent # 337/32, F8. BBlock, Ist Floor Crusupaig Akashaganga, 1st Main, 3ed class Isto Layout- Blow-78
¥	Contact No.: 9945,133 228
	b) Local
	Contact No.:
Qualifications	: M. Tech
Date of Birth	: 06-08-1932 Name of Post: Assistent Perfessos
No. & Date of A	ppointment Order: 25th July 2012
Salary & Scale	23,300/_
understood all the o	appointment order, I wish to report for duty today forenoon/ afternoon. I have read and conditions of appointment and agree to abide by the same. I undertake not to apply for any ough the Principal and also not to take up any other remunerative or honorary work full time the written permission from the Principal.
Date: 24-01	A Signature
Counter Signed	by the Head of the Department :
	Head of the Departmen
He / She is pern	nitted to join duty on the forenoon / afternoon of
	1.15

Principal



ನಂ.೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ತೆ, ೨ನೇ ಮುಖ್ಯ ರಸ್ತೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು-೫೬೦ ೦೭೦. 🕿 ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. 🕿 2664 9277.

Mr. Surendranatha Gowda D C #119/18, 1<sup>st</sup> Floor, 10<sup>th</sup> Cross, Venkateshwara Layout, Bangalore-560 029. Date: 0\_/03/2602

### Dear Surendranatha

This is to intimate you that, you have been appointed as a Lecturer in Computer Science & Engineering Dept. of our CITY ENGINEERING COLLEGE, w. f. 03/03/2008 based on your application and personal interview you had with following terms, the conditions, and us.

- Your post will be confirmed subject to the satisfactory completion of One year.
   Probation compulsorily and to be confirmed by a separate letter of appointment from the Management.
- 2. You will be paid total emoluments of Rs. 12, 000/- (Rs. Twelve Thousand Only) per month consolidated in the scale of Rs. 8000 + 4000 other allowances as per norms.
- 3. As a Lecturer in Computer Science & Engineering Department you need to maintain punctuality, discipline and Decorum of the College, by keeping the professional secrecy and status and will not indulge in student activities and anti college activities.
- 4. You shall avail leave and holidays as per the College rules. Leave is not a prerogative of the employees, unless and otherwise sanctioned by the President. Unauthorized absence of more than 4 days from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days leave for the purpose of salary calculation. Unauthorisedly absenting more than three times is liable for termination of job.
- 5. The academic year starts from October of the current year to July of the next year. You are required to work till the end of the academic year (July). If you want to discontinue from the services, you are required to give one months notice on July 1<sup>st</sup> and ge' ourself relieved by July 31<sup>st</sup> in any year. If you wish to continue you are required to confirm your willingness in writing by 1<sup>st</sup> of July the management should approve every year and the same. The condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid any jumping from our college to any other college in the middle of the academic year, which affects the students interests.

6. You will be relieved within the said academic year if your services are not satisfactory as per the expected standards of the college and if you involve in any anti-student and anti-management activities or if you get a Government job (proof

required)

7. If you decide to discontinue the job on your own during the academic year (October to July) the academic schedule gets disturbed and consequently at dents studies will be affected, as the sole objective of the College is to provide quality education. You are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of an amount equivalent to 6 months salary drawn by you Rs. 50,000/- whichever is less.

8. Your job is transferable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and institutions proposed to be started at different parts of India.

- 9. Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the University or Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you after you dissocrates with the college.
- 10. If you are satisfied with the above conditions and willing to join our college please retain the first copy of this Appointment letter and append your signature on the second copy and return the same.

With best wishes,

Yours sincerely,

Principal. // /
City Engineering College.

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original Marks Statements to the Management, I also declare that I have the eligibility to teach as per UGC or/and AICTE norms and as long as I am in employment with Jayanagar Education Society, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer.

Signature of the candidate:

Date: 03/03/08



Via Kanakapura Road, Doddakalsandra, Bangalore - 560 062. Tel: 080 26669313 / 14, Fax: 26669314

	<b>Duty Joining Report</b>	ccs)
Name :	Sugendanah Gow	da)
	a) Permanent # 119/18, 1st floor,	
	Contact No.: Ven Katershara Layout	t,
-	b) Local Baugalore - 560 029.	
e	Contact No.: 9886811478	9 9
Qualifications :	B.E CIS)	water 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1
Date of Birth :	10/12/1981 Name of Post: Leetures	
No. & Date of App	pointment Order: 0203 2008	
Salary & Scale : _	28000/- +4000/-	
understood all the cor other job except throu	oppointment order, I wish to report for duty today forenoon/ afternoon and itions of appointment and agree to abide by the same. I undertake rough the Principal and also not to take up any other remunerative or home written permission from the Principal.	not to apply for any
	by the Head of the Department :	
_	Head of i	the Department
He I sis permi	nitted to join duty on the forenoon / afternoon of	
CO to : Accounts	s / Personal File	Principal



ನಂ. ೨೭/೨, ೩೩ನೇ ಅಡರಸ್ತೆ, ೨ನೇ ಮುಖ್ಯರಸ್ತೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು - ೫೬೦ ೦೭೦. 🕿 ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. 2 2664 9277

Ms. Laxmi M Chikkaraddi, #3/10, Swagath Building, T Thimmaya road, R K Layout, Padmanaba Nagar, Bangalore-560 070.

25th July 2012

Dear Ms. Laxmi M Chikkaraddi,

Sub: Appointment as Lecturer in the Department of Computer Science Eng. This is to intimate you that, you have been appointed as Lecturer in Department of Computer Science & Engineering in City Engineering College, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagar Education Society®.
- 2. You will be paid total emoluments of ₹ 13,100/-(₹ Thirteen Thousand One Hundred Only ) per month in the AICTE Scale & Other admissible allowances.
- 3. As an Lecturer in the above said department you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorised absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6.You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti- college and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of Rs.1,00,000/- to cover the part time lecturers remuneration, cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of October and salary payable in November of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1<sup>st</sup> March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam, invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12,If you are satisfied with the above conditions and willing to join our college, please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes,

for Jayanagara Education Society®

President

ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms. As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date :25-07-2012

Signature of the candidate

Name : LAXMI M CHIKK ARADOL



CC to : Accounts / Personal File

# CITY ENGINEERING COLLEGE

Via Kanakapura Road, Doddakalsandra, Bangalore - 560 062. Tel: 080 26669313 / 14, Fax: 26669314

# **Duty Joining Report**

Name	: LAXMI-M. CHIKKARADDI
Address	a) Permanent #3/10, SWAGATH BUTKOTNG
T.THIM	MAYA ROAD, R.K. LAYOUT, PADMANABHA NAGAR,
	Contact No.: 9164712636
	b) Local
e <del></del>	
	Contact No. :
Qualifications	: B.E, M.TECH
Date of Birth	: 15/12/2012 Name of Post: LAXMI-MI-CHIKKARADDI
No. & Date of A	ppointment Order: 25th JULY ROIR
Salary & Scale	: 13,100/-
As per the above appointment order, I wish to report for duty today forenoon/ afternoon. I have read and understood all the conditions of appointment and agree to abide by the same. I undertake not to apply for any other job except through the Principal and also not to take up any other remunerative or honorary work full time or part time without the written permission from the Principal.	
Date: 25   7   1	2012 Signature
Counter Signed	by the Head of the Department :
	by the Head of the Department :  Head of the Department
He / She is permitted to join duty on the forenoon / afternoon of	

Principal



ನಂ ೨೭/೨, ೩೩ನೇ ಅದೃರಸ್ತೆ, ೨ನೇ ಮುಖ್ಯ ರಸ್ತೆ, ೭ನೇ ಬದಾವಣೆ. ಜಯನಗರ, ಬೆಂಗಳೂರು-೫೬೦ ೦೭೦. 🕿 ೨೭೩೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. 🕿 2664 9277

1st September 2018

Mr. B. Ramesh 3<sup>rd</sup> Floor, 3<sup>rd</sup> Main, Near Lakshmi Narasimha Temple, Attiguppe, Vijayanagar, Bengaluru-560040

Dear B. Ramesh

<u>Sub</u>: Appointment as an Assistant Professor in the Department of Computer Science & Engg. - reg

This is to intimate you that, you have been appointed as Assistant Professor Department of Computer ence & Engineering in City Engineering College w. e. f. 01<sup>st</sup> September 2018, with the following terms conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid Basic 15,600 +AGP 6,000 with admissible allowances per month in the AICTE Scale
- 3. As a Assistant Professor you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.

You cannot resign or discontinue your services within the semester as per VTU rules. You may leave the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.

6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti- college and anti management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of October and salary payable in November of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1<sup>st</sup> March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or it associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10. If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam , invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11. Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12. If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes,

For CITY ENGYMERANGE CHEETING Society®

President Becretary

ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms. As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date :

1-Sept-2018

Signature of the candidate

Name:

R. Ramesh



#### CITY ENGINEERING COLLEGE

VASANTHAPURA, BANGALORE - 560 062.

#### **DUTY JOINING REPORT**

NAME :	3. RASMESH	
ADDRESS: a) PERMANENT	Yo: k. cmya	
WITH PHONE No	D. No. 26/3, Lost -	
b) LOCAL	3rd Mour load at	rigume
w × *	Vyayemojal	
	Bonsalarle-10.	
QUALIFICATIONS :	B.E (C.S.E)	
DATE OF BIRTH :	18-4-1982	
NAME OF POST :	hectives	
NO. & DATE OF APPOINTME	ENT ORDER : ()	-09-08
SALARY & SCALE:	12000	
understood all the conditions of for any other job except through	der, I wish to report for duty today is appointment and agree to abide by the Principal and also not to take up out the written permission from the	the same. I undertake not to apply any other remunerative or honorary
Date: 18-09-08		Signature
Counter signed by the Head of t	he Department	
· · · · · · · · · · · · · · · · · · ·		Rith
		Head of the Department
He/She is permitted to join duty	on the forenoon / afternoon of	18-09-2ev8
		Simale
CC to : Accounts/Personal file		Principal



ನಂ.೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ತೆ, ೨ನೇ ಮುಖ್ಯ ರಸ್ತೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು-೫೬೦ ೦೭೦. 🕿 ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. 🕿 2664 9277.

18th July 2016

Ms. Deepika R C/o. Satish R #28, 7<sup>th</sup> Cross, New Bank Colony Konanakunte, Bengaluru

Dear Ms. Deepika R

<u>Sub</u>: Appointment as an Assistant Professor in the Department of Computer Science & Engineering Branch.

This is to intimate you that, you have been appointed as Assistant Professor Department of Computer Science & Engineering branch in City Engineering College from 18<sup>th</sup> July 2016, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one-year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 23,300/- per month in the AICTE Scale
- As Assistant Professor in the above said department you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti- college and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the part time lecturers remuneration, cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of July and salary payable in August of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1<sup>st</sup> March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.
- 9. Your jot is transferrable to any of the Institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam, invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12,If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appoint ment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes, for Jayanagara Education Society®

President / Secretary

#### **ACCEPTANCE OF THE EMPLOYEE**

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms. As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date: 18 07 2016

Signature of the candidate
Name: DEEPIKAR



### CITY ENGINEERING COLLEGE

VASANTHAPURA, BANGALORE - 560 062.

#### **DUTY JOINING REPORT**

NAME : DEEPIKA.R			
ADDRESS: a) PERMANENT	DO RAMESHIG, KALYA KALYA POST		
WITH PHONE No.	MAGADI JALUK, RAMANAGAR DISTRICT		
b) LOCAL	CO SATISH . R No/28		
	7th CROSS, NEW BANK COLONY		
	KONANAKUNTE		
QUALIFICATIONS: M.TEC	1+		
DATE OF BIRTH : 31-10	)-1991		
NAME OF POST : ASSIS	STANT PROFESSOR		
NO. & DATE OF APPOINTME	NT ORDER:		
SALARY & SCALE:	23300 -		
As per the above appointment order, I wish to report for duty today forenoon/afternoon. I have read and understood all the conditions of appointment and agree to abide by the same. I undertake not to apply for any other job except through the Principal and also not to take up any other remunerative or honorary work full time or part time without the written permission from the Principal			
Date: 18-07-2016  Signature			
Counter signed by the Head of the Department			
	2 miles		
	Head of the Department		
He/She is permitted to join duty	on the forenoon / afternoon of		



ನಂ.೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ತೆ, ೨ನೇ ಮುಖ್ಯ ರಸ್ತೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು-೫೬೦ ೦೭೦. ≥ ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. ≥ 2664 9277.

Ms. Punitha .P, #12, C2 block ,

08.08.2011

Police Qtrs, 8E Main Road,

4<sup>th</sup> Block Jayanagar,

Bangalore-11.

Dear Ms. Punitha .P,

<u>Sub</u>: Appointment as Lecturer in the Department of Computer Science.

This is to intimate you that, you have been appointed as Lecturer in the Department of Computer Science City Engineering College, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 15,301 (₹ Fifteen Thousand Three Hundred & One Only) per month Consolidated in the AICTE Scale and other admissible allowances.
- 3. As an Lecturer in the above said department you need to maintain punctuality, teaching standards , discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorised absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti-college and notice and you will be prosecuted suitably.

- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of ₹ 1,00,000/- to cover the cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of October and salary payable in November of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1st March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not Every year performance appraisal committee (PAC) will review your services and satisfactory. recommend for your increment and continuation of services in Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam, invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12, If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes. for Jayanagara Education Society®

President / Secretary

ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms . As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date: 08 08 2011

Signature of the candidate Name: PUNITHA-P





### CITY ENGINEERING COLLEGE

Via Kanakapura Road, Doddakalsandra, Bangalore - 560 062. Tel: 080 26669313 / 14, Fax: 26669314

# **Duty Joining Report**

Name :	PUNITHA-P	
Address :	a) Permanent Nº 12, C2 Block POLECE QUAS	FRS BE MAIN
ROAD	, IN Block JAYANAGAR BANGALORE	-11
	Contact No.: 9844559488	
	b) LocalSana	
	Contact No. :	
Qualifications :	M. E in Imformation Technology	y ((es)
Date of Birth :	31 67 1987 Name of Post :	
No. & Date of Ap	pointment Order: Ithe letter	a dest ta
	150001- PW	
understood all the co other job except throu	ppointment order, I wish to report for duty today forenoon/ and itions of appointment and agree to abide by the same. I undugh the Principal and also not to take up any other remunerative written permission from the Principal.	dertake not to apply for any
Date: 8 8 80	· ·	Puntha P Signature
Counter Signed b	by the Head of the Department :	8h
	He	ead of the Department
He / She is perm	itted to join duty on the forenoon / afternoon of	8.8-201
		Bala
CC to : Accounts	/ Personal File	Principal



# ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ)

### Jayanagar Education Society (R)

ನಂ. 27/2, 33ನೇ ಅಡ್ಡರಸ್ತೆ, 2ನೇ ಮುಖ್ಯರಸ್ತೆ, 7ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು – 560070. ☎: 080 26649277 No. 27/2, 33<sup>rd</sup> Cross, 2<sup>rd</sup> Main Road, 7<sup>th</sup> Block, Jayanagar, Bangalore - 560070. ☎: 080 26649277

15th January 2021

Mrs. Shashikala H C #15/42, 15<sup>th</sup> Main, 16<sup>th</sup> Cross, Padmanabha Nagar, Bengaluru -560070

Dear Shashikala H C

#### Subject: Appointment as an Assistant Professor in the Department of CSE - reg

This is to intimate you that, you have been appointed as Assistant Professor Department of Computer Science & Engineering in City Engineering College, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 25,000/- per month in the AICTE Scale
- 3. As an Assistant Professor you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two cays absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti-college and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of  $\ref{total}$  1,00,000/- to cover the cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of October and salary payable in November of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1<sup>st</sup> March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.

9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.

- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam , invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12,If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes, for Javanagara Education Society®

President / Secretary

#### ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms. As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date: 18/1/2021

Signature of the candidate
Name: Showshikala H.C.



CC to : Accounts / Personal File

### CITY ENGINEERING COLLEGE

JAYANAGAR EDUCATION SOCIETY (R)

Doddakallasandra, Off. Kanakapura Road, Bangalore - 560 061.

023

Principal

D	UTY JOINING REPORT	023	
NAME :S	HASHIKA H.C.		
ADDRESS: a) PERMANENT性 WITH PHONE No.	padmana bha nagar. 1		
b) LOCAL _	15/42, 15/h com,		
_	padmana bha hagan	, Baugalore-70	
QUALIFICATIONS :	1.Tech.		
DATE OF BIRTH :1	0 03 1975-		
NAME OF POST :	Asst. Professor		
NO. & DATE OF APPOINTMEN	T ORDER :		
SALARY & SCALE :			
As per the above appointment order. I wish to report for duty today forencon/afterncon. I have read and understood all the conditions of appointment and agree to abide by the same. I undertake not to apply for any other job except through the Principal and also not to take up any other remunerative or honorary work full time or part time without the written permission from the Principal.			
Date: 18 12021		Shaeccelett Signature	
Counter signed by the Head of th	e Department		
		Head of the Department	
He/She is permitted to join duty of	on the forenoon / afternoon of	18.01-4	
		Dummilla	



ನಂ. ೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ತೆ, ೨ನೇ ಮುಖ್ಯರಸ್ತೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು – ೫೬೦ ೦೭೦, 🕿 ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070 🕿 2664 9277

26th December 2019

Mrs. Nagashree R A #212, 73<sup>rd</sup> Cross, Kumaaswamy Layout, 1<sup>st</sup> Stage, Bengaluru South, Bengaluru-560078

Dear Nagashree R A

<u>Sub</u>: Appointment as an Assistant Professor in the Department of Computer Science & Engg.- reg

This is to intimate you that, you have been appointed as Assistant Professor Department of Computer Science & Engineering in City Engineering College w. e. f. 30<sup>th</sup> December 2019, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 25,300/- per month in the AICTE Scale
- 3. As a Assistant Professor you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you live proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti-college and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

- 7. If you decide to discontinue the Job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the part time lecturers remuneration, cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of July and salary payable in August of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1<sup>st</sup> March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam, invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for Immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12,If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes, for Jayanagara Education Society®

President / Secretary

#### ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms. As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date:

Magachiee Ros Signature of the candidate Name:



CC to: Accounts / Personal File

### CITY ENGINEERING COLLEGE

JAYANAGAR EDUCATION SOCIETY (R)

Doddakallasandra, Off. Kanakapura Road, Bangalore - 560 061.

DUTY JOINING REPORT 010
NAME: 1981. Nagashree. R.A.
ADDRESS: a) PERMANENT #212, 73rd Cross, Kremara Swamy WITH PHONE No.  b) LOCAL Bangalore - 560078.
b) LOCAL Bangalere - 56 0078°
QUALIFICATIONS: B.E. M. Tech
DATE OF BIRTH : 16-02-1985
NAME OF POST : Asst. Professor
NO. & DATE OF APPOINTMENT ORDER :
SALARY & SCALE :
As per the above appointment order. I wish to report for duty today forencon/afternoon. I have read and understood all the conditions of appointment and agree to abide by the same. I undertake not to apply for any other job except through the Principal and also not to take up any other remunerative or honorary work full time or part time without the written permission from the Principal.  Date 30=19-20-19
Date 30=- 12-20-19 Signature
Counter signed by the Head of the Department  Head of the Department
He/She is permitted to join duty on the forenoon / afternoon of

Principal

CITY ENGINEERING COLLEGE
Kanakapura Main Road, BANGAL ORE - 500 061



ನಂ. 27/2, 33ನೇ ಅಡ್ಡರಸ್ತೆ, 2ನೇ ಮುಖ್ಯರಸ್ತೆ, 7ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು – 560070. 🕿 : 080 26649277 No. 27/2, 33<sup>rd</sup> Cross, 2<sup>nd</sup> Main Road, 7<sup>th</sup> Block, Jayanagar, Bangalore - 560070. ☎: 080 26649277

14th November 2022

Mr. Gangappa B Demannavar, #114, Srubuvas Wilaya, 7th Cross, 30th Main, BSK 3rd Stage, Bengaluru-560085

Dear Gangappa B Demannavar,

#### Subject: Appointment as an Assistant Professor in the Department of CSE - reg

is is to intimate you that, you have been appointed as Assistant Professor Department of Computer Science & Engineering in City Engineering College, w. e. f. 14/11/2022 with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 30,000/- per month in the AICTE Scale
- 3. As an Assistant Professor you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of wur services and unauthorized absence of a day will be calculated as two days absence for the pose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving two months prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti- college and anti management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of ₹1,00,000/- to cover the cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of October and salary payable in November of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1<sup>st</sup> March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam, invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11. Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12. If you are satisfied with the above conditions and willing to join our college, please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same the Principal along with Original Certificates.

With best wishes, For Jayanagar Education Society®

President / Secretary

#### **ACCEPTANCE OF THE EMPLOYEE**

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms. As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date: 14/11/22

Signature of the candidate
Name: gangappa D



CC to : Accounts / Personal File

### CITY ENGINEERING COLLEGE

JAYANAGAR EDUCATION SOCIETY (R)

Doddakallasandra, Off. Kanakapura Road, Bangalore - 560 061.

DUTY JOINING REPORT	062
NAME: Gangaspa B. Demannaval	
ADDRESS: a) PERMANENT # 303, lghatapiotha main WITH PHONE No. Dhupdor, Talkie: Gokak, Dis	Road Fi Relgar
b) LOCAL # 114, Stining Willoya, 7	A Cust
Bangalore - 560085	
Bangalone - 560085	
QUALIFICATIONS: BE, M. Jech	
DATE OF BIRTH : 10 09 1985	
NAME OF POST: Assistant profession	
NO. & DATE OF APPOINTMENT ORDER :	
SALARY & SCALE : R. 30006	
As per the above appointment order. I wish to report for duty today forenoon/afternoon. I had understood all the conditions of appointment and agree to abide by the same. I undertake for any other job except through the Principal and also not to take up any other remunerative work full time or part time without the written permission from the Principal.	not to apply
Date: 14/11/22	Signature Signature
Counter signed by the Head of the Department	
Head of the I	, Department
He/She is permitted to join duty on the forenoon / afternoon of	
	Testa

Principal



ನಂ. ೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ತೆ, ೨ನೇ ಮುಖ್ಯರಸ್ತೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು - ೫೬೦ ೦೭೦. 🕿 ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. 🕿 2664 9277

23rd December 2019

Mr. Doreswamy G S #06,7<sup>th</sup> Cross, Ullal Main Road, Muneshwara Nagar, Bengaluru-56

Dear Doreswamy G S

<u>Sub</u>: Appointment as an Assistant Professor in the Department of Computer Science & Engg.- reg

This is to intimate you that, you have been appointed as Assistant Professor Department of Computer Science & Engineering in City Engineering College w. e. f. 23<sup>rd</sup> December 2019, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 23,300/- per month in the AICTE Scale
- 3. As a Assistant Professor you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti-college and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the part time lecturers remuneration, cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of July and salary payable in August of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1<sup>st</sup> March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the Institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam , invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12,If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes, for Jayanagara Education Society®

President / Secretary

#### **ACCEPTANCE OF THE EMPLOYEE**

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms. As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date:

Dones wany (s. S Signature of the candidate Name:



CC to: Accounts / Personal File

### CITY ENGINEERING COLLEGE

JAYANAGAR EDUCATION SOCIETY (R)

Doddakallasandra, Off. Kanakapura Road, Bangalore - 560 061.

	OUTY JOINING REPORT	012
NAME : Doseswa	my 6.5	
ADDRESS: a) PERMANENT WITH PHONE No.	# 06, 7th Cools, Ullal M Muneshwana Nagan	
b) LOCAL	_ Bangalore-56	
QUALIFICATIONS : B.E.	M. Tech	
DATE OF BIRTH : 01/0	6/1990	
NAME OF POST : A85	. Profestor	
NO. & DATE OF APPOINTME	NT ORDER: 23/12/2019	
SALARY & SCALE : 23,	300	
understood all the conditions of a	er. I wish to report for duty today forenoon/ ppointment and agree to abide by the same ne Principal and also not to take up any othe permission from the Principal.	e. I undertake not to apply
Date: 23/12/19		Doneswamy G. Signature
Counter signed by the Head of t	he Department	, a
		Head of the Department
He/She is permitted to join duty	on the forenoon / afternoon of	
		Rumuch

CITY ENGINE COLLEGE
Kanakapura Main Road BANGALORE 560

Principal



ನಂ. ೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ತೆ, ೨ನೇ ಮುಖ್ಯರಸ್ತೆ, ೭ನೇ ಬಡುವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು - ೫೬೦ ೦೭೦, ≇ ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070 ≇ 2654 9277

26th December 2019

Mrs. Tejaswini B N #206,Sree praathi Garden, 1<sup>st</sup> Main, 2<sup>nd</sup> Cross, V. V. Nagar Vasanthapura, Bengaluru-56

Dear Tejaswini B N

<u>Sub</u>: Appointment as an Assistant Professor in the Department of Computer Science & Engg.- reg

This is to intimate you that, you have been appointed as Assistant Professor Department of Computer Science & Engineering In City Engineering College w. e. f.  $26^{\text{th}}$  December 2019, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 23,300/- per month in the AICTE Scale
- 3. As a Assistant Professor you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti-any prior notice and you will be prosecuted suitably.



- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the part time lecturers remuneration, cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of July and salary payable in August of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1<sup>st</sup> March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.

9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.

- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam, invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12,If you are satisfied with the above conditions and willing to join our college, please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes, for Jayanagara Education Society®

President / Secretary

#### **ACCEPTANCE OF THE EMPLOYEE**

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms. As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date :

Jegatuelle B.N Signature of the candidate Name:



# CITY ENGINEERING COLLEGE

JAYANAGAR EDUCATION SOCIETY (R)

Doddakallasandra, Off. Kanakapura Road, Bangalore - 560 061.

	DUTY JOINING REPORT 008
	NAME: M. Te Jaswini . B. N.
	ADDRESS: a) PERMANENT == 208, Sree Pranathi Garden, with PHONE No.  1st Main, 2td Cross, V. V. Nagar,
	b) LOCAL Valanthapura Bengalury - 560061.
)	
	QUALIFICATIONS: B.E., M. Tech.
	DATE OF BIRTH : 27-03-1987.
	NAME OF POST : Asst. Pro-lessor.
	NO. & DATE OF APPOINTMENT ORDER :
	SALARY & SCALE :
	As per the above appointment order. I wish to report for duty today forencon/afternoon. I have read and understood all the conditions of appointment and agree to abide by the same. I undertake not to apply for any other job except through the Principal and also not to take up any other remunerative or honorary work full time or part time without the written permission from the Principal.
	Tegalarini &
_	Date: 16-01-2020. Signature
	Counter signed by the Head of the Department
	Head of the Department
-	He/She is permitted to join duty on the forenoon / afternoon of
	Russing
	CC to : Accounts / Personal File Principal

CITY ENGINEERING COLLEGE Kanakapura Main Road, BANGALORE - 560 061



ನಂ. ೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ತೆ, ೨ನೇ ಮುಖ್ಯರಸ್ತೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು − ೫೬೦ ೦೭೦. 🕿 ೨೬೬೪ ೯೨೦೦ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070 🕿 2664 92//

26th December 2019

Mr. Rakesh D N Sri Venkateshwara PG Centre, Vasanthapura Main Road, Bengaluru-560061

Dear Rakesh D N

Sub: Appointment as an Assistant Professor in the Department of Computer Science & Engg.- reg

This is to intimate you that, you have been appointed as Assistant Professor Department of Computer Science & Engineering in City Engineering College w. e. f. 26<sup>th</sup> December 2019, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 25,300/- per month in the AICTE Scale
- 3. As a Assistant Professor you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti-college and anti management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

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- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the part time lecturers remuneration, cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
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- 9. Your job is transferrable to any of the Institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam, invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12,If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes, for Jayanagara Education Society®

President / Secretary

#### **ACCEPTANCE OF THE EMPLOYEE**

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms . As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date:

Signature of the candidate Name :



CC to: Accounts / Personal File

#### CITY ENGINEERING COLLEGE

JAYANAGAR EDUCATION SOCIETY (R)

Doddakallasandra, Off. Kanakapura Road, Bangalore - 560 061.

D	UTY JOINING REPOR	T 005
NAME : RAKES	A.D.N.	
ADDRESS: a) PERMANENT WITH PHONE No.	BIDAR-585401	SBH Colomy
	Vasanth pura Mai TBangalore. 5600	n Road.
QUALIFICATIONS : 13 .E	., M. Tech	
DATE OF BIRTH : 08-		
NAME OF POST : ASE	r. Professor	
NO. & DATE OF APPOINTMEN SALARY & SCALE : 2530		
As per the above appointment order understood all the conditions of ap for any other job except through the work full time or part time without the written	ppointment and agree to abide by t e Principal and also not to take up	he same. I undertake not to apply
Date: 26/12/2019		Signature
Counter signed by the Head of the	ne Department _	
		Head of the Department
He/She is permitted to join duty	on the forenoon / afternoon of	

CITY ENGINEERING COLLEGE Kanakapura Main Road, BANGALORE - 540 461



# ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ)

# Jayanagar Education Society (R)

ನಂ. 27/2, 33ನೇ ಅಡ್ಡರಸ್ತೆ, 2ನೇ ಮುಖ್ಯರಸ್ತೆ, 7ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು – 560070. 🕿 080 26649277 No. 27/2, 33ರ್ Cross, 2<sup>rd</sup> Main Road, 7<sup>rd</sup> Block, Jayanagar, Bangalore - 560070. 🕿 080 26649277

15th January 2021

Ms. Vinitha H M Bengalutu

Dear Vin, ha H M

Sub: Appointment as an Assistant Professor in the Department of CSE - reg

This is to intimate volume, you have been appointed as Assistant Professor Department of Computer Science  $\ell$  Indineering in City Engineering College, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 23,300/- per month in the AICTE Scale
- 3. As an Assistant Professor you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving and municit's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Juvanagar Education Society and obtain an acknowledgement. If you wish to continue or disactinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks scale will be released to you, only when you give proper notice and statements and to avoid switching over from our College to any other College in the initial middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work. (proof of documentary evidence is required in case.). You will also be relieved within the said attack in a year without notice if you services are not satisfactory and your teaching is substanded as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti-college and until management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

. .....2

- 8. For calculation of increment, which is due from the month of October and salary payable in November of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1st March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam , invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12,If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes,

for Jayanagara Education Society®

President / Secretary

#### ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms. As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date: 18-01-31 Signature of the candidate

Name: Vinu16a +1 100



CC to: Accounts / Personal File

### CITY ENGINEERING COLLEGE

JAYANAGAR EDUCATION SOCIETY (R)

Doddakallasandra, Off. Kanakapura Road, Bangalore - 560 061.

I	OUTY JOINING REPORT	019
NAME : Vinutha	#1 M	
ADDRESS: a) PERMANENT WITH PHONE No.	Hosakallithandya (Vil) Hunasag Turikere Chikkomagaturu	577228
b) LOCAL		
QUALIFICATIONS : BE (co	mputer science) Mech (computes	(Crente)
DATE OF BIRTH :05-0	1995	
NAME OF POST : Ass:	tant professor	
NO. & DATE OF APPOINTME	NT ORDER :	
understood all the conditions of a	er. I wish to report for duty today forence ppointment and agree to abide by the some Principal and also not to take up any an permission from the Principal.	ame. I undertake not to apply
Date: 18-01-31		√s∧uthα HΛ Signature
Counter signed by the Head of	the Department	
		Head of the Department
He/She is permitted to join duty	on the forenoon / afternoon of	18.01-204
		Dunmeter

Principal



ನಂ. 27/2, 33ನೇ ಅಡ್ಡರಸ್ತೆ, 2ನೇ ಮುಖ್ಯರಸ್ತೆ, 7ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು – 560070. ☎: 080 26649277 No. 27/2, 33<sup>™</sup> Cross, 2<sup>™</sup> Main Road, 7<sup>™</sup> Block, Jayanagar, Bangalore - 560070. ☎: 080 26649277

01 February 2022

Ms. Salika Fathima F #553, 5<sup>th</sup> Main Road, Iliyas nagar, Pipeline Ring Road, J. P. Nagar, Bengaluru South.

Dear Salika Fathima F

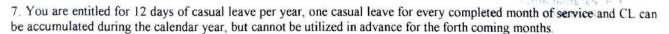
Sub: Appointment as Assistant Professor in the department of Computer Science & Engineering for City Engineering College (CEC) with effect from 01/02/2022

This is to inform you that you have been appointed as Assistant Professor the department of Computer Science & Engineering for CITY Engineering College, Doddakallasandra, Bengaluru-560061, with the following terms and conditions:



Your date of appointment will be First February 2022. Please give joining report to the Principal of the College and complete the joining formalities.

- 1. You will be on one-year probationary period, if the Performance Appraisal Committee (PAC) recommends a separate letter of appointment will be issued by the Chairman City Institutions Bangalore.
- 2. You will be paid in the AICTE Scale of ₹23,300/- and other admissible allowances.
- 3. As a Assistant Professor in the above said position, you need to maintain punctuality, teaching standards, discipline, professional secrecy and ethics, standard of education, dress code, personal hygiene and decorum as detailed by the institution.
- 4. You are required to furnish a copy of AADHAR card PAN card / Passport as a proof of permanent and present address, Date of Birth, Mobile number and Email Id, also submit two passport size photos.
- 5. You are required to produce two letters of reference from the persons known to you for the last two years
- 6. You shall work on full time basis from 9A.M to 5.30P.M and should not leave the college without the written permission of the Principal during the working hours on all working days. You will follow the leave rules and holidays normally observed in CITY Institutions. You shall avail leave with prior approval as per the college rules. During the period of probation staff are permitted to avail casual leaves and declared holidays.



- 8. Unauthorized absence of more than 3 days continuously from attending the duties will be liable for termination of your services without notice and unauthorized absence of a day will be calculated as two days of absence for the purpose of salary calculation.
- 9. You cannot resign or discontinue your services within the Semester as per VTU rules. You may leave at the end of Semester by giving three months prior notice by submitting a resignation letter to the Principal of the CITY Engineering College and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of each academic year and the same should be approved by the Chairman of the Trust, the original marks cards will be returned to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the academic interests of students during the academic year and to avoid switching over from one Institution to another in the middle of the Academic Year.
- 10. You will be relieved within a reasonable time, if you get a Government Job/Foreign Assignment/ prolonged illness and not fit to work. (Proof of documentary evidence is required in all cases). You will also be relieved within the said academic year without notice if your services are not satisfactory and your teaching quality and administrative capabilities are not as per the expected quality standards of the College.
- 11. You will be relieved if you are not willing to accept the delegated responsibilities. If you involve in any Anti-student and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

- 12. If you decide to discontinue the job on your own in the middle of the academic Year, the academic schedule and classes will get affected. Hence, you are required to give three months' notice, prior to the last working day (i.e., if the last working day of the semester is June 15<sup>th</sup> notice to be given by March 15<sup>th</sup>) or pay compulsorily pre-calculated liquidated damages to the College to an extent of three months' salary to cover the recruitment expenses, cost of advertising, conducting interviews, expert professional interviewers' fees and all other associated expenses.
- 13. Before you get relieved you have to handover the relevant documents, work related materials and payback any advance amount taken, return library books, institutional data backup, mobile phones, laptops, CDs, DVDs, Pen Drive, External Hard Disk, Software CDs, Cupboard and Drawer keys, Camera etc. to the Administrative Officer/ Trustees and submit NOC to the Principal.
- 14. You should attend college all times, if there is any work related to college examinations, submission of proposals to AICTE, VTU, NBA, NAAC etc. or work related to annual day celebrations, academic activities (conferences/ seminars/ workshop), functions or attending Principal's meetings, internal audit committees, library stock verification or any other work assigned by the Principal/Director/ Trustees/ higher officials of the institution.
- 15. Special benefits and consideration for employees:
  - a) Marriage: Employees completed two years of continuous service in teaching/non-teaching category (in any of the institutions under CITY Group of Institutions are eligible for 1-week paid leave.
  - b) Maternity leave (ML) (Applicable for female staff members): Should have put in minimum of two years of continuous service, 15 days paid leave (one week before and one week after delivery) will be granted for the first child only.
- 16. Every year members of performance appraisal committee (PAC) will review your performance, behavior, punctuality and submit a report for consideration of continuation of your services and increment. You should have put in 08 (eight) months of continuous service before June of the year to be eligible for increment. However, Trust will have the right to withhold or defer increment in case your services are not satisfactory and other factors affecting the institution in general, specifically finances.
- 17. Your job is transferable to any institution under Jayanagar Education Society® Associated/Collaborated Institutions in India including the new institutions proposed to be established indifferent parts of India.
- 18. If you are satisfied with the above conditions and willing to join or continue in our Institution, kindly retain the first copy of this appointment letter, sign on the second copy and return the same to the Principal of the College.

For Jayanagar Education Society (R)

K.R. Paramahamsa Authoriand Scientory

#### Letter of Acceptance of the Employee

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit / declare my original marks statements to the Trust for immediate verification by any visiting inspecting teams. I hereby employed with CITY Engineering College under Jayanagar Education Society ®. I agree to keep my original certificates under their custody and will be returned upon my proper resignation and relieving from duties. I will not leave the understanding by me, Principal/management can take legal action against me as per the above terms and may inform the

Signature of the Employee

Name Sallilea fathina

Moh



# CITY ENGINEERING COLLEGE

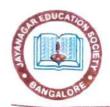
JAYANAGAR EDUCATION SOCIETY (R)

Doddakallasandra, Off. Kanakapura Road, Bangalore - 560 061.

#### **DUTY JOINING REPORT**

051

NAME: Saleta Fathema	
ADDRESS: a) PERMANENT # 553, 5th main groad, Iliyas No	190
ADDRESS: a) PERMANENT # 553, 5th main groad, Pliyas No.  Pipeline Ring Road, To P. Nagar	
b) LOCAL	
- u -	
	_
QUALIFICATIONS: BE/M. Tech	
DATE OF BIRTH : 27-12-1995	
NAME OF POST : Assertant Porofessor  NO. & DATE OF APPOINTMENT ORDER: 07/02/2022	
Y .	
SALARY & SCALE : 23,300 -	-
As per the above appointment order. I wish to report for duty today forenoon/afternoon. I have read an understood all the conditions of appointment and agree to abide by the same. I undertake not to appl	
for any other job except through the Principal and also not to take up any other remunerative or honorar work full time or part time without the written permission from the Principal.	гу
X LW L	_
Date: 07/02/2022 Signatur	e.
Counter signed by the Head of the Department	
Head of the Bepartment	t
He/She is permitted to join duty on the forenoon / afternoon of	
In On	~



ನಂ. 27/2, 33ನೇ ಅಡ್ಡರಸ್ತೆ, 2ನೇ ಮುಖ್ಯರಸ್ತೆ, 7ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು − 560070. 🕿 : 080 26649277 No. 27/2, 33<sup>rd</sup> Cross, 2<sup>rd</sup> Main Road, 7<sup>rd</sup> Block, Jayanagar, Bangalore - 560070. 🕿 : 080 26649277

01 February 2022

Mrs. Jamuna B. S. #6, 11<sup>th</sup> Cross, Killari Road, Bengaluru-560053

Dear Jamuna B. S.

Sub: Appointment as Assistant Professor in the department of Computer Science & Engineering for City Engineering College (CEC) with effect from 01/02/2022

This is to inform you that you have been appointed as Assistant Professor the department of Computer Science & Engineering for CITY Engineering College, Doddakallasandra, Bengaluru-560061, with the following terms and conditions:

Your date of appointment will be First February 2022. Please give joining report to the Principal of the College and complete the joining formalities.

- 1. You will be on one-year probationary period, if the Performance Appraisal Committee (PAC) recommends a separate letter of appointment will be issued by the Chairman City Institutions Bangalore.
- 2 You will be paid in the AICTE Scale of ₹23,300/- and other admissible allowances.
- 3. As a Assistant Professor in the above said position, you need to maintain punctuality, teaching standards, discipline, professional secrecy and ethics, standard of education, dress code, personal hygiene and decorum as detailed by the institution.
- 4 You are required to furnish a copy of AADHAR card PAN card / Passport as a proof of permanent and present address, Date of Birth, Mobile number and Email Id, also submit two passport size photos.
- 5. You are required to produce two letters of reference from the persons known to you for the last two years
- 6. You shall work on full time basis from 9A.M to 5.30P.M and should not leave the college without the written permission of the Principal during the working hours on all working days. You will follow the leave rules and holidays normally observed in CITY Institutions. You shall avail leave with prior approval as per the college rules. During the period of probation staff are permitted to avail casual leaves and declared holidays.
- 7. You are entitled for 12 days of casual leave per year, one casual leave for every completed month of service and CL can be accumulated during the calendar year, but cannot be utilized in advance for the forth coming months.
- 8. Unauthorized absence of more than 3 days continuously from attending the duties will be liable for termination of your services without notice and unauthorized absence of a day will be calculated as two days of absence for the purpose of salary calculation.
- 9. You cannot resign or discontinue your services within the Semester as per VTU rules. You may leave at the end of Semester by giving three months prior notice by submitting a resignation letter to the Principal of the CITY Engineering College and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of each academic year and the same should be approved by the Chairman of the Trust, the original marks cards will be returned to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the academic interests of students during the academic year and to avoid switching over from one Institution to another in the middle of the Academic Year.
- 10. You will be relieved within a reasonable time, if you get a Government Job/Foreign Assignment/ prolonged illness and not fit to work. (Proof of documentary evidence is required in all cases). You will also be relieved within the said academic year without notice if your services are not satisfactory and your teaching quality and administrative capabilities are not as per the expected quality standards of the College.
- 11. You will be relieved if you are not willing to accept the delegated responsibilities. If you involve in any Anti-student and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

- 12 If you decide to discontinue the job on your own in the middle of the academic Year, the academic schedule and classes will get affected. Hence, you are required to give three months' notice, prior to the last working day (i.e., if the last working day of the semester is June 15<sup>th</sup>, notice to be given by March 15<sup>th</sup>) or pay compulsorily pre-calculated liquidated damages to the College to an extent of three months' salary to cover the recruitment expenses, cost of advertising, conducting interviews, expert professional interviewers' fees and all other associated expenses.
- 13. Before you get relieved you have to handover the relevant documents, work related materials and payback any advance amount taken, return library books, institutional data backup, mobile phones, laptops, CDs, DVDs, Pen Drive, External Hard Disk, Software CDs, Cupboard and Drawer keys, Camera etc. to the Administrative Officer/ Trustees and submit NOC to the Principal.
- 14. You should attend college all times, if there is any work related to college examinations, submission of proposals to AICTE, VTU, NBA, NAAC etc. or work related to annual day celebrations, academic activities (conferences/ seminars/ workshop), functions or attending Principal's meetings, internal audit committees, library stock verification or any other work assigned by the Principal/Director/ Trustees/ higher officials of the institution.
- 15. Special benefits and consideration for employees:
  - a) Marriage: Employees completed two years of continuous service in teaching/non-teaching category (in any of the institutions under CITY Group of Institutions are eligible for 1-week paid leave.
  - b) Maternity leave (ML) (Applicable for female staff members): Should have put in minimum of two years of continuous service, 15 days paid leave (one week before and one week after delivery) will be granted for the first child only.
- 16. Every year members of performance appraisal committee (PAC) will review your performance, behavior, punctuality and submit a report for consideration of continuation of your services and increment. You should have put in 08 (eight) months of continuous service before June of the year to be eligible for increment. However, Trust will have the right to withhold or defer increment in case your services are not satisfactory and other factors affecting the institution in general, specifically finances.
- 17. Your job is transferable to any institution under Jayanagar Education Society® Associated/Collaborated Institutions in India including the new institutions proposed to be established indifferent parts of India.
- 18. If you are satisfied with the above conditions and willing to join or continue in our Institution, kindly retain the first copy of this appointment letter, sign on the second copy and return the same to the Principal of the College.

For Jayanagar Education Society (R)

Authorized Signatory

#### Letter of Acceptance of the Employee

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit / surrender my original marks statements to the Trust for immediate verification by any visiting inspecting teams. I hereby declare that I have the eligibility to teach and for appointment of above post as per AICTE norms and as long as I am employed with CITY Engineering College under Jayanagar Education Society ®. I agree to keep my original certificates under their custody and will be returned upon my proper resignation and relieving from duties. I will not leave the College in the middle of the academic session and will not cause inconvenience to the students. In case of breach of understanding by me, Principal/management can take legal action against me as per the above terms and may inform the future employer and VTU.

Signature of the Employee

Name Mob



CC to : Accounts / Personal File

#### CITY ENGINEERING COLLEGE

JAYANAGAR EDUCATION SOCIETY (R)

Doddakallasandra, Off. Kanakapura Road, Bangalore - 560 061.

I	DUTY JOINING REPORT	049	
	Jamuna. B. S		
ADDRESS: a) PERMANENT WITH PHONE No. b) LOCAL	#6, 1th Cross, Kilari Road, Bengaleere - 560053		
J, 2001.2			
QUALIFICATIONS : BE	El MoTech		
DATE OF BIRTH : DS -D			
NAME OF POST : Asse	stant Projesson		
NO. & DATE OF APPOINTME	NT ORDER: 07/02/2022 -		
SALARY & SCALE : 23,3	.00		
As per the above appointment order. I wish to report for duty today forenoon/afternoon. I have read and understood all the conditions of appointment and agree to abide by the same. I undertake not to apply for any other job except through the Principal and also not to take up any other remunerative or honorary work full time or part time without the written permission from the Principal.			
Date: 07/02/2022		Signature	
Counter signed by the Head of	the Department		
	Head of the D	epartment	
He/She is permitted to join duty	on the forenoon / afternoon of		

Principal



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26th December 2019

Mr. Channabasappa Nanna Gulbarga-585103

Dear Channabasappa Nanna

**Sub**: Appointment as an Assistant Professor in the Department of Computer Science & Engg.- reg

This is to intimate you that, you have been appointed as Assistant Professor Department of Computer Science & Engineering in City Engineering College w. e. f. 01<sup>st</sup> January 2020, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 23,300/- per month in the AICTE Scale
- 3. As a Assistant Professor you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in case<sup>a</sup>). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti-college and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

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- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the part time lecturers remuneration, cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of July and salary payable in August of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1<sup>st</sup> March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the Institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam , invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12,If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes, for Jayanagara Education Society®

President / Secretary

#### ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms. As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session a do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date:

Signature of the candidate



CC to : Accounts / Personal File

## CITY ENGINEERING COLLEGE

JAYANAGAR EDUCATION SOCIETY (R)

Doddakallasandra, Off. Kanakapura Road, Bangalore - 560 061.

DUTY JOIN	NG REPORT 007
NAME: Channabasafja Na	nena
ADDRESS: a) PERMANENT Sharana 1 with PHONE No.  Gulburga	ogar, -585/03
b) LOCAL	
QUALIFICATIONS: B.E., M. Tech	
DATE OF BIRTH : 23-12-1986	
NAME OF POST : ASSt. Professo	2
NO. & DATE OF APPOINTMENT ORDER :	
SALARY & SCALE : 23 300/	
understood all the conditions of appointment and a	gree to abide by the same. I undertake not to apply so not to take up any other remunerative or honorary Principal.
Date: 01-01-2020	Signature
Counter signed by the Head of the Department	Head of the Department
He/She is permitted to join duty on the forenoon	/ afternoon of

Principal

CITY ENGINEE " C COLLEGE Kanakapura Main Kodo, DANOALURE - 560 M1



## ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥ

## Jayanagar Education Society

ನಂ. 27/2, 33ನೇ ಅವರಸ್ಕೆ 2ನೇ ಮುಖ್ಯರಸ್ಕೆ 7ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು - 560070. 😭 080 26649277 No. 27/2, 33° Cross, 2° Main Road, 7° Block, Jayanagar, Bangalore - 560070. ☎ 080 26649277

01<sup>st</sup> February 2022

Mr Naveen M #39, Punugunmaraha Halli, Tavrkere Hobli. Bengaluru-562130

Dear Naveen M.

Sub. Appointment as Assistant Professor in the department of Computer Science & Engineering for City Engineering College (CEC) with effect from 01/02/2022

This is to inform you that you have been appointed as Assistant Professor the department of Computer Science & Engineering for CITY Engineering College, Doddakallasandra, Bengaluru-560061, with the following terms and

Your date of appointment will be First February 2022 Please give joining report to the Principal of the College and complete the joining formalities.

- 1. You will be on one-year probationary period, if the Performance Appraisal Committee (PAC) recommends a separate letter of appointment will be issued by the Chairman City Institutions Bangalore
- 2 You will be paid in the AICTE Scale of ₹24,800/- and other admissible allowances.
- 3 As a Assistant Professor in the above said position, you need to maintain punctuality, teaching standards, discipline. professional secrecy and ethics, standard of education, dress code, personal hygiene and decorum as detailed by the institution
- 4. You are required to furnish a copy of AADHAR card PAN card / Passport as a proof of permanent and present address. Date of Birth, Mobile number and Email Id, also submit two passport size photos
- 5. You are required to produce two letters of reference from the persons known to you for the last two years
- 6 You shall work on full time basis from 9A M to 5 30P M and should not leave the college without the written permission of the Principal during the working hours on all working days You will follow the leave rules and holidays normally observed in CITY Institutions. You shall avail leave with prior approval as per the college rules. During the period of probation staff are permitted to avail casual leaves and declared holidays
- 7. You are entitled for 12 days of casual leave per year, one casual leave for every completed month of service and CL can be accumulated during the calendar year, but cannot be utilized in advance for the forth coming months
- 8 Unauthorized absence of more than 3 days continuously from attending the duties will be liable for termination of your services without notice and unauthorized absence of a day will be calculated as two days of absence for the purpose of salary calculation
- 9 You cannot resign or discontinue your services within the Semester as per VTU rules. You may leave at the end of Semester by giving three months prior notice by submitting a resignation letter to the Principal of the CITY Engineering College and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of each academic year and the same should be approved by the Chairman of the Trust, the original marks cards will be returned to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the academic interests of students during the academic year and to avoid switching over from one Institution to another in the middle of the Academic Year
- 10. You will be relieved within a reasonable time, if you get a Government Job/Foreign Assignment/ prolonged illness and not fit to work. (Proof of documentary evidence is required in all cases). You will also be relieved within the said academic year without notice if your services are not satisfactory and your teaching quality and administrative capabilities are not as per the expected quality standards of the College
- 11 You will be relieved if you are not willing to accept the delegated responsibilities. If you involve in any Anti-student and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably

- 12 If you decide to discontinue the job on your own in the middle of the academic Year, the academic schedule and classes will get affected. Hence, you are required to give three months' notice, prior to the last working day (i.e., if the last working day of the semester is June 15<sup>th</sup>, notice to be given by March 15<sup>th</sup>) or pay compulsorily pre-calculated liquidated damages to the College to an extent of three months' salary to cover the recruitment expenses, cost of advertising, conducting interviews, expert professional interviewers' fees and all other associated expenses.
- 13. Before you get relieved you have to handover the relevant documents, work related materials and payback any advance amount taken, return library books, institutional data backup, mobile phones, laptops, CDs, DVDs, Pen Drive, External Hard Disk, Software CDs, Cupboard and Drawer keys, Camera etc. to the Administrative Officer/ Trustees and submit NOC to the Principal.
- 14. You should attend college all times, if there is any work related to college examinations, submission of proposals to AICTE, VTU, NBA, NAAC etc. or work related to annual day celebrations, academic activities (conferences/ seminars/ workshop), functions or attending Principal's meetings, internal audit committees, library stock verification or any other work assigned by the Principal/Director/ Trustees/ higher officials of the institution.
- 15. Special benefits and consideration for employees:
  - a) Marriage Employees completed two years of continuous service in teaching/non-teaching category (in any of the institutions under CITY Group of Institutions are eligible for 1-week paid leave.
  - b) Maternity leave (ML) (Applicable for female staff members). Should have put in minimum of two years of continuous service, 15 days paid leave (one week before and one week after delivery) will be granted for the first child only.
- 16. Every year members of performance appraisal committee (PAC) will review your performance, behavior, punctuality and submit a report for consideration of continuation of your services and increment. You—should have put in 08 (eight) months of continuous service before June of the year to be eligible for increment. However, Trust will have the right to withhold or defer increment in case your services are not satisfactory and other factors affecting the institution in general, specifically finances.
- 17. Your job is transferable to any institution under Jayanagar Education Society® Associated/Collaborated Institutions in India including the new institutions proposed to be established indifferent parts of India.
- 18. If you are satisfied with the above conditions and willing to join or continue in our Institution, kindly retain the first copy of this appointment letter, sign on the second copy and return the same to the Principal of the College.

For Jayanagar Education Society (R)

Authorized Signatory

#### Letter of Acceptance of the Employee

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit / surrender my original marks statements to the Trust for immediate verification by any visiting inspecting teams. I hereby declare that I have the eligibility to teach and for appointment of above post as per AICTE norms and as long as I am employed with CITY Engineering College under Jayanagar Education Society. I agree to keep my original certificates under their custody and will be returned upon my proper resignation and relieving from duties. I will not leave the College in the middle of the academic session and will not cause inconvenience to the students. In case of breach of understanding by me, Principal/management can take legal action against me as per the above terms and may inform the future employer and VTU.

Signature of the Employee

Name

Mob



CC to: Accounts/Personal file

## CITY ENGINEERING COLLEGE

VASANTHAPURA, BANGALORE - 560 062.

#### **DUTY JOINING REPORT**

NAME: Naveen.	$\mathcal{M}$
ADDRESS: a) PERMANENT WITH PHONE No.	#39 Punugunmayana halli, Tharrekere hobbi Bengahou
b) LOCAL	
QUALIFICATIONS:	.E, M. Tech
	-09-1989
NAME OF POST : Aug-	ENT ORDER: 15-07-2015
NO. & DATE OF APPOINTMI	ENT ORDER: 15-07-2015
SALARY & SCALE: 23	
understood all the conditions of for any other job except through	der, I wish to report for duty today forenoon/afternoon. I have read and appointment and agree to abide by the same. I undertake not to apply the Principal and also not to take up any other remunerative or honorary out the written permission from the Principal
Date :	Signature
Counter signed by the Head of t	the Department
	2 mt
	Head of the Department
He/She is permitted to join duty	on the forenoon / afternoon of

Principal



## ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ) Jayanagar Education Society (R)

ನಂ. 27/2, 33ನೇ ಅಡ್ಡರಸ್ತೆ, 2ನೇ ಮುಖ್ಯರಸ್ತೆ, 7ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು − 560070. ☎: 080 26649277 No. 27/2, 33<sup>™</sup> Cross, 2<sup>™</sup> Main Road, 7<sup>™</sup> Block, Jayanagar, Bangalore - 560070. ☎: 080 26649277

01 February 2022

Mrs. Shruthi Vijay #803, Chiguru, 2<sup>nd</sup> Block, Banashankari 6<sup>th</sup> Stage, Bengaluru-560098

Dear Shruthi Vijay,

Sub: Appointment as Assistant Professor in the department of Computer Science & Engineering for City Engineering College (CEC) with effect from 01/02/2022

This is to inform you that you have been appointed as Assistant Professor the department of Computer Science & Engineering for CITY Engineering College, Doddakallasandra, Bengaluru-560061, with the following terms and conditions:

Your date of appointment will be First February 2022. Please give joining report to the Principal of the College and complete the joining formalities.

- 1. You will be on one-year probationary period, if the Performance Appraisal Committee (PAC) recommends a separate letter of appointment will be issued by the Chairman City Institutions Bangalore.
- 2. You will be paid in the AICTE Scale of ₹23,300/- and other admissible allowances.
- 3. As a Assistant Professor in the above said position, you need to maintain punctuality, teaching standards, discipline, professional secrecy and ethics, standard of education, dress code, personal hygiene and decorum as detailed by the institution.
- 4. You are required to furnish a copy of AADHAR card PAN card / Passport as a proof of permanent and present address, Date of Birth, Mobile number and Email Id, also submit two passport size photos.
- 5. You are required to produce two letters of reference from the persons known to you for the last two years
- 6. You shall work on full time basis from 9A.M to 5.30P.M and should not leave the college without the written permission of the Principal during the working hours on all working days. You will follow the leave rules and holidays normally observed in CITY Institutions. You shall avail leave with prior approval as per the college rules. During the period of probation staff are permitted to avail casual leaves and declared holidays.
- 7. You are entitled for 12 days of casual leave per year, one casual leave for every completed month of service and CL can be accumulated during the calendar year, but cannot be utilized in advance for the forth coming months.
- 8. Unauthorized absence of more than 3 days continuously from attending the duties will be liable for termination of your services without notice and unauthorized absence of a day will be calculated as two days of absence for the purpose of salary calculation.
- 9. You cannot resign or discontinue your services within the Semester as per VTU rules. You may leave at the end of Semester by giving three months prior notice by submitting a resignation letter to the Principal of the CITY Engineering College and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of each academic year and the same should be approved by the Chairman of the Trust, the original marks cards will be returned to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the academic interests of students during the academic year and to avoid switching over from one Institution to another in the middle of the Academic Year.
- 10 You will be relieved within a reasonable time, if you get a Government Job/Foreign Assignment/ prolonged illness and not fit to work (Proof of documentary evidence is required in all cases). You will also be relieved within the said academic year without notice if your services are not satisfactory and your teaching quality and administrative capabilities are not as per the expected quality standards of the College
- 11. You will be relieved if you are not willing to accept the delegated responsibilities. If you involve in any Anti-student and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

- 12. If you decide to discontinue the job on your own in the middle of the academic Year, the academic schedule and classes will get affected. Hence, you are required to give three months' notice, prior to the last working day (i.e., if the last working day of the semester is June 15<sup>th</sup>, notice to be given by March 15<sup>th</sup>) or pay compulsorily pre-calculated liquidated damages to the College to an extent of three months' salary to cover the recruitment expenses, cost of advertising, conducting interviews, expert professional interviewers' fees and all other associated expenses.
- 13. Before you get relieved you have to handover the relevant documents, work related materials and payback any advance amount taken, return library books, institutional data backup, mobile phones, laptops, CDs, DVDs, Pen Drive, External Hard Disk, Software CDs, Cupboard and Drawer keys, Camera etc. to the Administrative Officer/ Trustees and submit NOC to the Principal.
- 14. You should attend college all times, if there is any work related to college examinations, submission of proposals to AICTE, VTU, NBA, NAAC etc. or work related to annual day celebrations, academic activities (conferences/ seminars/ workshop), functions or attending Principal's meetings, internal audit committees, library stock verification or any other work assigned by the Principal/Director/ Trustees/ higher officials of the institution.
- 15. Special benefits and consideration for employees:
  - Marriage: Employees completed two years of continuous service in teaching/non-teaching category (in any of the institutions under CITY Group of Institutions are eligible for 1-week paid leave.
  - Maternity leave (ML) (Applicable for female staff members): Should have put in minimum of two years of continuous service, 15 days paid leave (one week before and one week after delivery) will be granted for the first child only.
- 16. Every year members of performance appraisal committee (PAC) will review your performance, behavior, punctuality and submit a report for consideration of continuation of your services and increment. You should have put in 08 (eight) months of continuous service before June of the year to be eligible for increment. However, Trust will have the right to withhold or defer increment in case your services are not satisfactory and other factors affecting the institution in general, specifically finances.
- 17. Your job is transferable to any institution under Jayanagar Education Society® Associated/Collaborated Institutions in India including the new institutions proposed to be established indifferent parts of India.
- 18. If you are satisfied with the above conditions and willing to join or continue in our Institution, kindly retain the first copy of this appointment letter, sign on the second copy and return the same to the Principal of the College.

For Javanagar Education Society (R)

K.R. Paramahamsa Authorized Sideatory

#### Letter of Acceptance of the Employee

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit / surrender my original marks statements to the Trust for immediate verification by any visiting inspecting teams. I hereby declare that I have the eligibility to teach and for appointment of above post as per AICTE norms and as long as 1 am employed with CITY Engineering College under Jayanagar Education Society ®. I agree to keep my original certificates under their custody and will be returned upon my proper resignation and relieving from duties. I will not leave the College in the middle of the academic session and will not cause inconvenience to the students. In case of breach of understanding by me, Principal/management can take legal action against me as per the above terms and may inform the future employer and VTU.

Signature of the Employee

Name: SHRUTHI VIJAY Mob: 9535169492



JAYANAGAR EDUCATION SOCIETY (R)

Doddakallasandra, Off. Kanakapura Road, Bangalore - 560 061.

#### **DUTY JOINING REPORT**

039

NAME : SHRUTHI	VIJAY
ADDRESS : a) PERMANENT	# 803, CHIGURU, 2NDBLOCK, BANASHANKARI
WITH PHONE No.	6TH STAGE, BANGALORE - 560098
b) LOCAL	#803, CHIGURU, 2ND BLOCK, BANASHAND
	GTH STAGE, BANGALORE-560098.
QUALIFICATIONS :	TECH '
DATE OF BIRTH : 26 "	
NAME OF POST : ASS	ISTANT PROFESSOR
NO. & DATE OF APPOINTMEN	NT ORDER :
SALARY & SCALE : 23,	300/-
understood all the conditions of ap	er. I wish to report for duty today forenoon/afternoon. I have read and ppointment and agree to abide by the same. I undertake not to apply e Principal and also not to take up any other remunerative or honorary a permission from the Principal.
Date: 21-05-2022	Slugger
Counter signed by the Head of the	<u> </u>
Countries signed by the riedu of the	no Department

Head of the Department

He/She is permitted to join duty on the forenoon / afternoon of 21 -05-2022

CC to : Accounts / Personal File

Principal 5



## ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ) Jayanagar Education Society (R)

ನಂ.೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ತೆ, ೨ನೇ ಮುಖ್ಯ ರಸ್ತೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು-೫೬೦ ರಿ೭೦. ☎ ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. ☎ 2664 9277.

Mrs. Shalini Prasad.
#1890, 8<sup>th</sup> Main, 2<sup>nd</sup> Stage,
K. S. Layout,
Bangalore-78

-26/08/2005

Dear Shalini Prasad.

This is to intimate you that, you have been appointed as a Lecturer in Electronics & Communication Engineering Department in our CITY ENGINEERING COLLEGE, to report on or before 29/08/2005 based on your application and personal interview you had with following terms, the conditions, and us.

1. Your post will be confirmed subject to the satisfactory completion of One year Probation compulsorily and to be confirmed by a separate letter of appointment from the Management.

2. You will be paid Calary in the scale of Rs.8,000 (8000-275-13500) + DA and Other

allowances per month.

3. As a Lecturer in Electronics & Communication Engineering Department, you need to maintain punctuality, discipline and Decorum of the College, by keeping the professional secrecy and status and will not indulge in student activities and anti college activities.

4. You shall work on a full-time basis between 9.00 a.m. and 5.00 p.m. from Monday to

Saturday. You should not leave the department without written permission.

5. You shall avail leave and holidays as per the College rules. Leave is not a prerogative of the employees, unless and otherwise sanctioned by the President. Unauthorized absence of more than 4 days from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days leave for the purpose of salary calculation. Unauthorisedly absenting more than three times is liable for termination of job.

6. The academic year starts from October of the current year to July of the next year. You are required to work till the end of the academic year (July). If you want to discontinue from the services, you are required to give one months notice on July 1<sup>st</sup> and get yourself relieved by July 31<sup>st</sup> in any year. If you wish to continue you are required to confirm your willingness in writing by 1<sup>st</sup> of July the management should approve every year and the same. The condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid any jumping from our college to any other college in the middle of the academic year, which affects the students interests.

.....2

You will be relieved within the said academic year if your services are not satisfactory as per the expected standards of the college and if you involve in any anti-student and antifiguragement activities or if you get a Government job (proof required)

If you decide to discontinue the job on your own during the academic year (October to July) the academic schedule gets disturbed and consequently students studies will be affected, as the sole objective of the College is to provide quality education. You are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of an amount equivalent to 6 months salary drawn by you Rs. 50,000/- whichever is less.

9. Your job is transferable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and institutions proposed to be started at different parts of India.

10. Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the University or Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you after you dissociates with the college.

11. If you are satisfied with the above conditions and willing to join our college please conform your date of joining & retain the first copy of this Appointment letter and append your signature on the second copy and return the same.

With best wishes,

Yours sincerely,

Principal. City Engineering College.

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original Marks Statements to the Management, I also declare that I have the eligibility to teach as per UGC or/and AICTE norms and as long as I am in employment with Jayanagar Education Society, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer.

Prasad Signature of the candidate:

Date: 26/08/2005



Via Kanakapura Road, Doddakalsandra, Bangalore - 560 062. Tel: 080 26669313 / 14, Fax: 26669314

Duty	Joining	Report

	-
Name : SHALINI PRASAD	
Address : a) Permanent Ms No. 1890, 10th Main, 2nd Stage	
- Kumar swamy Layout Bangalore - 78.	
Contact No.: 9449445388 .	
b) LocalSAMG	
	1
Contact No. :	
Qualifications: BE (EEC) MTech (IT)	-
Date of Birth : 2nd Dec: 1977 Name of Post: lecturer.	
No. & Date of Appointment Order: 29-08-2005	
Salary & Scale: 8000 Basic .	
As per the above appointment order, I wish to report for duty today forenoon/ afternoon. I have read and understood all the conditions of appointment and agree to abide by the same. I undertake not to apply for any other job except through the Principal and also not to take up any other remunerative or honorary work full time or part time without the written permission from the Principal.	
Date: 29-08-2005 Signature	d.
	+
Counter Signed by the Head of the Department:	-
Head of the Department	1
He / She is permitted to join duty on the forenoon / afternoon of	
Colo AD	
CC to : Accounts / Personal File Principal	1



### ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ) Jayanagar Education Society (R)

ನಂ.೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ತೆ, ೨ನೇ ಮುಖ್ಯ ರಸ್ತೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು-೫೬೦ ೦೭೦. 🕿 ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. 🕿 2664 9277.

Mr. Ravindra S #24/4, 2<sup>nd</sup> Floor, 1<sup>st</sup> Cross, Kuvempu Main Raod, Hobbal, Kempapura, Bangalore-24.

Dear Ravindra S

This is to intimate you that, you have been appointed as a Asst. Professor in Electronics & Communication Engineering Department in our CITY ENGINEERING COLLEGE, togeport on or before 17/08/2006 based on your application and personal interview you had with following terms, the conditions, and us.

1. Your post will be confirmed subject to the satisfactory completion of One year Probation compulsorily and to be confirmed by a separate letter of appointment from the Management.

2. You will be paid Salary in the scale of Rs12,000 (12,000-420-18,300) + DA and Other

allowances per month.

3. As a Professor in Electronics & Communication Engineering Department, you need to maintain punctuality, discipline and Decorum of the College, by keeping the professional secrecy and status and will not indulge in student activities and anti college activities.

4. You shall work on a full-time basis between 9.00 a.m. and 5.00 p.m. from Monday to

You should not leave the department without written permission.

5. u shall avail leave and holidays as per the College rules. Leave is not a prerogative of comployees, unless and otherwise sanctioned by the President. Unauthorized absence of more than 4 days from attending the duties will be liable for termination of your sources and unauthorized absence of a day will be calculated as two days leave for the propose of salary calculation. Unauthorisedly absenting more than three times is liable to a mination of job.

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.....2

expected standards of the college and if you involve in any anti-student and anti-1 as ement activities or if you get a Government job (proof required)

8. 1 decide to discontinue the job on your own during the academic year (October to July the academic schedule gets disturbed and consequently students studies will be attle ed, as the sole objective of the College is to provide quality education. You are regarded to pay compulsorily pre-calculated liquidated damages to the college to an of an amount equivalent to 6 months salary drawn by you Rs. 50,000/- whichever

9. 30 ob is transferable to any of the institutions under Jayanagar Education Society or is cociated institutions in India or abroad including the new Institutions and institutions proposed to be started at different parts of India.

10. Let ne reporting to the duty you should deposit all original certificates and testimonials when he College for immediate verification by the University or Inspection Committies. Yaway obtain acknowledgement from the college and the certificates will be returned fter you dissociates with the college.

11.1 are satisfied with the above conditions and willing to join our college please can your date of joining & retain the first copy of this Appointment letter and a end your signature on the second copy and return the same.

With being hes, ...

Yours si the same of the same of

Principa

City Enc eeing College.

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read the above terms and conditions, I have understood the contents fully and I the appointment on the said terms and conditions. I also confirm that I possess. genuine eee and marks statement and agree to submit/surrender my original Marks Statemer that I have the eligibility to teach as per UGC To norms and as long as I am in employment with Jayanagar Education Society, I the College in the middle of the academic session and do not cause inconvenience in case of breach of understanding by me, management can take legal action per above terms and may inform the future employer.

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Signatui

c candidate: Rouldro. s.

Date:



Via Kanakapura Road, Doddakalsandra, Bangalore - 560 062. Tel: 080 26669313 / 14. Fax: 26669314

## **Duty Joining Report**

Name	: RAUIWDRA-S	
Address	: a) Permanent #512, 18th woll, 24th malh,	
	J.P. Nogar and store, mysohe 570008	
	Contact No.: 9901299322	
	b) Local	
	Contact No.: 9901299322	
Qualifications	: M. Tech	
Date of Birth	: 17-01-1978 Name of Post: Lecturer	
No. & Date of A	opointment Order: 17th August 2006	
Salary & Scale :	17,000/- 8000-00; busic	
other job except thro	ppointment order, I wish to report for duty today forenoon/ afternoon. I have read an onditions of appointment and agree to abide by the same. I undertake not to apply for an ough the Principal and also not to take up any other remunerative or honorary work full tin the written permission from the Principal.	
Date: 26 - 0 8		w-\$
Counter Signed	by the Head of the Department :	re
	Head of the Departmen	nt
He / She is perm	itted to join duty on the forenoon / afternoon of	
	Baloj	in
CC to : Accounts	/ Personal File Principa	al

ಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ Jayanagar Education Society (R)

ನಂ.೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ಕೆ, ೨ನೇ ಮುಖ್ಯ ರಸ್ಕೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು-೫೬೦ ೦೭೦. 🕿 ೨೬೬೪ ೯೨೭೭

Mr. Mallikarjuna.G.S., # 32, 2<sup>nd</sup> Cross, Govi Nayakana Halli, Kumar Swamy Layout, Bangalore - 78

Dear Mr. Mallikarjuna. G.S.,

Sub: Appointment as Assistant Professor, City Engineering College, Doddakallasandra,

We are happy to inform you that, you have been appointed to the above post based on your application and personal interview, on the following terms and conditions:

1. Your appointment is against permanent vacancy and is subject to satisfactory completion 2. You will be paid in the scale of 12000-420-18300.

3. You shall work on full time basis and you should not leave the department without the written permission of the Principal during the College working days.

4. As a member of staff you need to maintain punctuality, discipline and decorum.

5. You should maintain professional secrecy and should not indulge in any anti-student,

6. You shall avail leave and holidays as per the College rules. Leave is not a prerogative of the employee, unless otherwise sanctioned by the Principal. Unauthorized absence of more than 4 days from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation and deductions. Unauthorized absenting for more than three times in

7. If you decide to discontinue the job on your own during the academic year, in order to complete the syllabus and academic work, you are required to give Two (2) months compulsory notice of discontinuation or should pay Two (2) months salary as precalculated liquidated damages to the college to meet the expenses of advertising, screening and conducting interviews and finally appoint new faculty in the middle of the academic year as the sole objective of the College is to provide quality education and to maintain academic schedule of the students without any disturbance. If your teaching is sub-standard or not willing to accept the delegated responsibilities and if you involve in any anti-student and anti management activities, your services will be terminated immediate without giving any prior notice and you will be prosecuted suitably.

8. For Calculation of increment, which is due from the month of October and salary payable in November of every year one should have put in 7 (Seven) months service within the academic year in the institution or you should have joined on or before 1st March. Increment will be paid for every completed year of service in our college, subject to your performance and general behavior during the academic year. However, Trust will have the right to withhold/defer your increment in case your services are not satisfactory.

9. Your job is transferable to any of institutions under Jayanagar Education Society or its associated academic Institutions in India or abroad including new and proposed institutions to be started at different parts of India and abroad.

10. AICTE in their approval letter F No. 770-53-270(E)/ET/99 dated 08.06.2005 informed that they would verify the Institutional facilities including availability of faculty for each course through physical inspection without any intimation and advised that the institution should therefore be prepared for random inspection without any prior notice. Hence, all Faculty members are required to keep their certificates with Principal for verification at any time by AICTE. Whenever, you wish to apply for Higher studies the College will forward the original certificates to the concerned University on your request. You may obtain acknowledgement from the college and Certificates will be returned to you along with relieving letter at the time of leaving the job.

11. Before reporting to the duty you should deposit all original certificates and testimonials with the Principal in order to produce them for verification to University inspection committees, Govt. expert Committees, AICTE Committees, Committees headed by Director of Technical Education, National Board of Accreditation, National Assessment and Accreditation Council of UGC and ISO Certification. Original certificates will not be returned in the middle of academic year and as long as you continue in the service. If you are satisfied with the above conditions and willing to join our college please retain the first copy of this Appointment letter and append your signature on the second copy and

12. If you wish to resign for the services / job you are compulsorily required to submit your resignation letter only to the under signed, who is an authorized person to sign your appointment letter and get relieved as per the terms of this appointment letter. Principal or any other officer is not authorized to relieve you from the duties. NOC from all departments, library and accounts (for salary advances) is compulsory.

With best wishes,

For CITY ENGINEERING COLLEGE

(SECRETARY)

ACCEPTANCE OF THE EMPLOYEE I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks statements to the Principal and obtain an acknowledgement. I also declare that, I will not leave the College in the middle of the academic session without giving two months notice and do not cause inconvenience to the students, in case of breach of understanding by me, Management can take legal action against me as per above terms and may inform the future employer.

S. malikanjung Signature of Employee



VASANTHAPURA, BANGALORE - 560 062.

## DUTY JOINING REPORT

NAME : MR MOUNTAIN G 5
ADDRESS: a) PERMANENT WITH PHONE No.
Kumara swamy lavort
b) LOCAL BANGO LOCAL
phone 9980 1320212
The super-control of the super
OUALIFICATIONS: Tech (Industrial Exchange
DATE OF BIRTH : W2 4 D14 1971
NAME OF POST :
NO. & DATE OF APPOINTMENT ORDER:
SALARY & SCALE:
As per the above appointment order, I wish to report for duty today forenoon/afternoon. I have read and understood all the conditions of appointment and agree to abide by the same. I undertake not to apply work full time or part time without the written permission from the Principal
Date: 06/66/2008
Counter signed by the Head of the Department
Head of the Department
He/She is permitted to join duty on the forenoon / afternoon of
to : Accounts/Personal file  Principal



# Jayanagar Education Society (R)

ನಂ.೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ತೆ, ೨ನೇ ಮುಖ್ಯ ರಸ್ತ್ರ ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು-೫೬೦ ೦೭ರ. 🕿 ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. 🕿 2664 9277.

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cances are did saied apply. Body year performation explained our others (PAC), with

conducting Interviews, expetts prefits populates and as other associated expens

Mr. Aurobindo Koti. #617, Near Auden School, #617,Near Auden School,
Hosakerehalli Gross, BSK III Stage, Bangalore - 85. Any at the behavior and another property of the property of th

Dear Aurobindo Koti.

Sub: Appointment as Asst. Professor in the Department of Electronics & Communication.

This is to intimate you that, you have been appointed as Asst. Professor in Department of Electronics & Communication Engineering in City Engineering College, with the following terms and conditions.

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- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emcluments of Rs.24,800/- ( Rs. Twenty Four Thousand Eight Hundred Only ) per month in AICTE Scale of Rs.12,000-420-18,300 and other admissible allowances.
- 3. As an Asst. Professor in the above said department you need to maintain punctuality, teaching standards , discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorised absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.

5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President! Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year...

6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti- college and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

Jayanagar Education Society (R) 7.If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the part time lecturers remuneration, cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.

8. For calculation of increment, which is due from the month of October and salary payable in November of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1st March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and cocurricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions

9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.

10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam ; invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.

11 Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VIU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.

12, If you are satisfied with the above conditions and willing to join our college, please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Appointment letter and affix your signature on the second copy and return the same to the Principal Original Certificates.

With best wishes, for Jayanagara Education Society®

President / Secretary

ACCEPTANCE OF THE EMPLOYEE

I have read the above ferms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. Laiso confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms. As long as I am in employment with Jayanagar Education Society. (a) I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, manageme, gan take legal action against me as per above terms and may inform the future employer and VTU-

Signature of the candidate

Name: Aurobindo Kohi



Via Kanakapura Road, Doddakalsandra, Bangalore - 560 062. Tel: 080 26669313 / 14, Fax: 26669314

## **Duty Joining Report**

Name	: Aure	obindo Kob		
Address	: a) Permanent #	88, 22nd	main into	N 35785
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	Contact No. :	98867664	For	1 E 2 30 1
	b) Local	The second of the		1 31490
-	The state of the state of	Total Company		New Park
No.	Contact No. :		The state of the s	
Qualifications	·	Tech.	$\frac{f_{i_1} \cdot f_{i_2} \cdot f_{i_1} \cdot f_{i_2}}{f_{i_1} \cdot f_{i_2}} = \frac{1}{2}$	- 100 FT
Date of Birth	: 20/5/1976 N	Name of Post: /	or Liver	
No. & Date of Ap	pointment Order :	1/9/2006		BOW RESERVE
Salary & Scale :	19,4	00/-(8000	- 13 500 B	Social
outer IOD except through	ppointment order, I wish to nditions of appointment and igh the Principal and also no e written permission from th	report for duty today for d agree to abide by the s	renoon/ afternoon I	have seed
Date: 1/9/2			House the series of the large series the series to the series	A.g. (Coli
Counter Signed b	y the Head of the Depart	artment :		
+ (f) (a) !			ODE	ypss
	277 27 37 37 37	54	Head of the	Department
e / She is permit	ed to join duty on the	forenoon / afternoor	of	2/4/
				***************************************
C to : Accounts /	Personal File		(3)	pefe

Phone : 2666 9313 (General) Telefax : 2666 9314 (Principal)



## CITY ENGINEERING COLLEGE

Affiliated to VTU, Approved by Govt. of Karnataka and Recognized by AICTE, New Delhil

Sponsored by Jayanagar Education Society (R)

Doddakallasandra, Kanakapura Road, Bangalore - 560 062

· comment in the first transfer

Charles by Bridge 4

Date: 01/09/2006

Mrs. Shylaja K #2453, Orp. to Volley Ball Park, 16<sup>th</sup> Main, Kumaraswamy Layout, Bangatore.

Dear Shylaja K

This is to intimate you that, you have been appointed as a Lecturer in Electronics & Communication Engineering Department in our CITY ENGINEERING COLLEGE, w. e. f. 18/09/2006 with following terms, the conditions.

- Your post will be confirmed subject to the satisfactory completion of One year Probation compulsorily and to be confirmed by a separate letter of appointment from the Management.
- 2. You will be paid total emoluments in the Scale of Rs. 8000-275-13500 + DA and Other allowances with 2 increments as per AICTE Norms.
- 3. As a Lecturer Physics Department, you need to maintain punctuality, discipline and Decorum of the College, by keeping the professional secrecy and status and will not indulge in student activities and anti college activities.
- 4. You shall avail leave and holidays as per the College rules. Leave is not a prerogative of the employees, unless and otherwise sanctioned by the President. Unauthorized absence of more than 4 days from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days leave for the purpose of salary calculation. Unauthorisedly absenting more than three times is liable for termination of job.
- 5. The academic year starts from October of the current year to July of the next year. You are required to work till the end of the academic year (July). If you want to discontinue from the services, you are required to give one months notice on July 1<sup>st</sup> and get yourself relieved by July 31<sup>st</sup> in any year. If you wish to continue you are required to confirm your willingness in writing by 1<sup>st</sup> of July the management should approve every year and the same. The condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid any jumping from our college to any other college in the middle of the academic year, which affects the students interests.

Transfer to the Market

APPRICATE TOTAL PROCESSION OF

You will be relieved within the said academic year if your services are not satisfactory as per the expected standards of the college and if you involve in any anti-student and anti management activities or if you get a Government job (proof

7. If you decide to discontinue the job on your own during the academic year (October to July) the academic schedule gets disturbed and consequently students studies will be affected, as the sole objective of the College is to provide quality education. You are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of an amount equivalent to 6 months salary drawn by you Rs. 50,000/- whichever is less.

8. Your job is transferable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and institutions proposed to be started at different parts of India.

9. Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the University or Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you after you dissociates with the collège.

10. If you are satisfied with the above conditions and willing to join our college please retain the first copy of this Appointment letter and append your signature

on the second copy and return the same.

With best wishes,

Yours sincerely,

Principal. City Engineering College.

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original Marks Statements to the Management, I also declare that I have the eligibility to teach as, per UGC or/and AICTE norms and as long as I am in employment with Jayanagar Education Society, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer.

Signature of the candidate:

Date: 18/09/2006



Via Kanakapura Road, Doddakalsandra, Bangalore - 560 062. Tel : 080 26669313 / 14, Fax : 26669314

## **Duty Joining Report**

1 775	the state of the same			
Name		HYLAJA·K	TEL M. AMERICAN MONTH (12.35) III. 20. SEATS OF THE CO.	
Address	a) Permanent	No. 2453	Sei Rango' 16th m	sai.
190/5	Id	age; Kumahal	Sei Ranga', 16th n swamy layout, B	angalore
		080-2666		V -
	b) Local			
	10VES - TERM OF	or ARTHUM Justines	THE PRINCE OF STREET	
	Contact No. :		Company of the second s	
Qualifications	: Miteo	h (Digital E	lectronice & commi	inication
Date of Birth	: _16-05-1	Name of Post:	Lectures	
		er: 01 09 200		
Salary & Scale	e: 8000-	275-13,500		
other job except th	appointment order, conditions of appoin prough the Principal a at the written permissi	nd also not to take up and	today forenoon/ afternoon. I i by the same. I undertake not to other remunerative or honorar	nave read and o apply for any y work full time
Date: 18 0	9/2006	1103		Signature
Counter Signer	d by the Head of	the Department :		
		41 di 1900		
		12-3-20-1 12-3-20-1 17-3-20-1	Head of the I	Department
He / She is per	mitted to join duty	on the forenoon / a	fternoon of	
	1-1-			
	QE	NO.		116 04.
C to : Account	ts / Personal File	×2.		Principal

Phone : 2666 9313 (General) Telefax: 2666 9314 (Principal)



## **ENGINEERING COLLEGE**

Affiliated to VTU, Approved by Govt. of Karnataka and Recognized by AICTE, New Delhii Sponsored by Jayanagar Education Society (R) Doddakallasandra, Kanakapura Road, Bangalore - 560 062

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NAME AND ASSOCIATION OF THE PROPERTY OF THE PR

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Mrs. Madhavi J Kulkarni #197, GF-1, Sahrudaye Apartment, 6th Main Road, Bikasipura, Adj. ISRO Layout, Bangalore-560 061

Dear Madhavi J Kulkarni

This is to intimate you that, you have been appointed as a Lecturer in Electronics & Communication Engineering Department of our CITY ENGINEERING COLLEGE w. e. f. 20/09/2004 based on your application and personal interview you had with following terms, the conditions, and us.

1. Your post will be confirmed subject to the satisfactory completion of One year Probation compulsorily and to be confirmed by a separate letter of appointment from the

2. You will be paid Salary in the scale of Rs.8,000( 8000-275-13500) + DA and Other

3. As a Lecturer in Electronics & Communication Engineering Department, you need to maintain punctuality, discipline and Decorum of the College, by keeping the professional secrecy and status and will not indulge in student activities and anti college activities.

4. You shall work on a full-time basis between 9.00 a.m. and 5.00 p.m. from Monday to Saturday. You should not leave the department without written permission.

5. You shall avail leave and holidays as per the College rules. Leave is not a prerogative of the employees, unless and otherwise sanctioned by the President. Unauthorized absence of more than 4 days from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days leave for the purpose of salary calculation. Unauthorisedly absenting more than three times is liable

The academic year starts from October of the current year to July of the next year. You are required to work till the end of the academic year (July). If you want to discontinue from the services, you are required to give one months notice on July 1st and get yourself relieved by July 31st in any year. If you wish to continue you are required to confirm your willingness in writing by 1st of July the management should approve every year and the same. The condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid any jumping from our college to any other college in the middle of the academic year, which affects the students interests.

7. You will be relieved within the said academic year if your services are not satisfactory as per the expected standards of the college and if you involve in any anti-student and antimanagement activities or if you get a Government job (proof required)

If you decide to discontinue the job on your own during the academic year (October to July) the academic schedule gets disturbed and consequently students studies will be affected, as the sole objective of the College is to provide quality education. You are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of an amount equivalent to 6 months salary drawn by you Rs. 50,000/- whichever

9. Your job is transferable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and institutions

10. Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the University or Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you after you dissociates with the college.

11. If you are satisfied with the above conditions and willing to join our college please conform your date of joining & retain the first copy of this Appointment letter and append your signature on the second copy and return the same.

With best wishes,

Yours sincerely,

Principal.

City Engineering College.

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original Marks Statements to the Management, I also declare that I have the eligibility to teach as per UGC or/and AICTE norms and as long as I am in employment with Jayanagar Education Society, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer. the social section of the section of

entologic care eye in the grant production course in the gr Signature of the candidate: 8

Date:

CITY ENGINEERING COLLEGE **DUTY JOINING REPORT** Doddakallasandra, opp Kanakapura Wala Road, BANGALORE - 560 061 ADDRESS: a) PERMANENT WITH PHONE No. b) LOCAL QUALIFICATIONS: DATE OF BIRTH NAME OF POST NO. & DATE OF APPOINTMENT ORDER: SALARY & SCALE: As per the above appointment order, I wish to report for duty today forenoon/afternoon. I have read and understood all the conditions of appointment and agree to abide by the same. I undertake not to apply for any other job except through the Principal and also not to take up any other remunerative or honorary work full time or part time without the written permission from the Principal Signature Counter signed by the Head of the Department Head of the Department

He/She is permitted to join duty on the forenoon / afternoon of

CC to : Accounts/Personal file

MONITINI CITA, DANGALURE - 560 062.



# Jayanagar Education

ನಂ.೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ಕೆ, ೨ನೇ ಮುಖ್ಯ ರಸ್ಕೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು-೫೬೦ ೦೭೦. 🕿 ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. 🕿 2664 9277.

inflicted; as the sole objective of the College

Mr. S. K. L. Narayana #77/4, Someshwarnagar, Chikkabommasandra, GKVK Post, Yelahanka New Town, Bangalore-560 065

Dear S. K. L. Narayana

This is to intimate you that, you have been appointed as a Lecturer in Electronics & Communication Engineering Department of our CITY ENGINEERING COLLEGE w. e. f. 15/08/2006 based on your application and personal interview you had with following terms: the conditions, and us.

1. Your post will be confirmed subject to the satisfactory completion of One year Probation compulsorily and to be confirmed by a separate letter of appointment from the

2. You will be paid Salary in the scale of Rs.8,000( 8000-275-13500) + DA and Other

3. As a Lecturer in Electronics & Communication Engineering Department, you need to maintain punctuality, discipline and Decorum of the College, by keeping the professional secrecy and status and will not indulge in student a divities and anti college activities.

4. You shall work on a full-time basis between 9.00 a.m. and 5.00 p.m. from Monday to Saturday. You should not leave the department without written permission.

5. You shall avail leave and holidays as per the College rules. Leave is not a prerogative of the employees, unless and otherwise sanctioned by the President. Unauthorized absence of more than 4 days from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days leave for the purpose of salary calculation. Unauthorisedly absenting more than three times is liable

6. The academic year starts from October of the current year to July of the next year. You are required to work till the end of the academic year (July). If you want to discontinue from the services, you are required to give one months notice on July 1st and get yourself relieved by July 31st in any year. If you wish to continue you are required to confirm your willingness in writing by 1st of July the management should approve every year and the same. The condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid any jumping from our college to any other college in the middle of the academic year, which affects the students interests.

7. You will be relieved within the said academic year if your services are not satisfactory as per the expected standards of the college and if you involve in any anti-student and anti-standards or if you get a Government job (proof required).

8. If you decide to discontinue the job on your own during the academic year (October to Jufy) the academic schedule gets disturbed and consequently students studies will be affected; as the sole objective of the College is to provide quality education. We required to pay compulsorily pre-calculated liquidated damages to the college; an extent of an amount equivalent to 6 months salary drawn by you Rs. 50,000% whichever is less.

Your job is transferable to any of the institutions under Jayanagar Education Society or
its associated institutions in India or abroad including the new Institutions and institutions
proposed to be started at different parts of India.

10. Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the University of Inspection Committee. You may obtain acknowledgement from the college and the certificates will be a smed to you after you dissociates with the college.

11. If you are satisfied with the above conditions and willing to join our college please conform your date of joining & retain the first copy of this Appointment letter and append your signature on the second copy and return the same.

With best wishes,

Yours sincerely.

Principal.

City Engineering College.

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original Marks Statements to the Management, I also declare that I have the eligibility to teach as per UGC or/and AICTE norms and as long as I am in employment with Jayanagar Education Society, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above ferms and may inform the future employer.

S. Edn

Signature of the candidate:

Date: 4 |8 | 2006



Via Kanakapura Road, Doddakalsandra, Bangalore - 560 062. Tel : 080 26669313 / 14, Fax : 26669314

## **Duty Joining Report**

Name: S.FL. Narayana
Address : a) Permanent 1689 6th Cross 6th many Read
Name: SK-L. Narayana  Address: a) Permanent 1689 6th cross 6th man Road  orphic to Handlooms, Kumar Swamy Cryont  Bangalore 78  Contact No.: 9739009281
Bangalive +8
Contact No.: 9739009281
b) Local
Contact No. :
Qualifications : BE Misself
Date of Birth: 15/04/77 Name of Post: Lecturer
No. & Date of Appointment Order :
Salary & Scale: 8000 - 13500
As per the above appointment order, I wish to report for duty today forenoon/ afternoon. I have read and understood all the conditions of appointment and agree to abide by the same. I undertake not to apply for any other job except through the Principal and also not to take up any other remunerative or honorary work full time or part time without the written permission from the Principal.
Date: 16th Aug 2006 Signature
Counter Signed by the Head of the Department:
Head of the Department
He / She is permitted to join duty on the forenoon / afternoon of
CC to : Accounts / Personal File



# ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ) Jayanagar Education Society (R)

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og the academic your. However, Society will have the nort to withholdslotes your increase

year and one standing out in 7 (seven) months service within the academic year in the institution or you at

Mr. Vishvakii an R.C 15-2-2010 F4, CPWD Quarters, 1999 (1999) Vijayanagar, sure the termination of the best to be substituted and the sure of the sure o Bangalore-40.

Dear Vishvakiran R.C.

Sub: Appointment as Lecturer in the Department of Electronics & Communication.

This is to intimate you that, you have been appointed as Lecturer in Department of Electronics & Communication Engineering in City Engineering College, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Javanagara Education Society®.
- 2. You will be paid total emoluments of Rs. 16,600/- ( Rs. Sixteen Thousand Six Hundred Only ) per month in AICTE Scale of Rs.8,000-275-13,500 and other admissible allowances
- 3. As an Lecturer in the above said department you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorised absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year...
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti- college and anti management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

7.If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the part time lecturers remuneration, cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.

8. For calculation of increment, which is due from the month of October and salary payable in November of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1<sup>st</sup> March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.

9. Your job is transferrable to any of the institutions under Jayanaga: Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.

10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giv. attendance to students or not accepting VTU exam, invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.

11. Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.

12,ff you are satisfied with the above conditions and willing to join our college, please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes,

for Jayanagara Education Society®

President / Secretary

ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms. As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management ca. take legal action against me as per above terms and may inform the future employer and VTU.

Date: 15/2/2010

Signature of the candidate

Name: VISHVA KIRAN. R.C.



Via Kanakapura Road, Doddakalsandra, Bangalore - 560 062. Tel: 080 26669313 / 14, Fax: 26669314

## **Duty Joining Report**

Name	: Vishwarajan R.C.
Address	a) Permanent Fly CPWD qualeur,
	ViJayanagar - 40.
1 4	Contact No.: 9972372314
put die ook Put die ook Put van	b) Local
	Contact No. :
Qualifications	
Date of Birth	: 2nd/03/1981 Name of Post: keckerer
No. & Date of	Appointment Order:15/2/2010 .
	e: 16,600/-
As per the above understood all the other job except the part time without \$5/2	e appointment order, I wish to report for duty today forenoon/ afternoon. I have read and e conditions of appointment and agree to abide by the same. I undertake not to apply for any hrough the Principal and also not to take up any other remunerative or honorary work full time ut the written permission from the Principal.
Counter Signe	ed by the Head of the Department :
	Res & J. melly lawing Head of the Department
le / She is per	rmitted to join duty on the forenoon / afternoon of
C to : Accoun	nts / Personal File Ringinal



## ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ) Jayanagar Education Society (R)

ನಂ.೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ತೆ, ೨ನೇ ಮುಖ್ಯ ರಸ್ತೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು-೫೬೦ ೦೭೦. 🖀 ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. 🕿 2664 9277.

Mrs. Katuri Sravanthi, #17<sup>th</sup> Cross,22<sup>nd</sup> Main, J.P. Nagar 5<sup>th</sup> Phase, Bangalore-78.

Dear Mrs. Katuri Sravanthi,

<u>Sub</u>: Appointment as Lecturer in the Department of Electronics & Communication.

This is to intimate you that, you have been appointed as Lecturer in the Department of Electronics & Communication City Engineering College, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 23,300 (₹ Twenty Three Thousand Three Hundred only) per month Consolidated in the AICTE Scale and other admissible allowances.
- 3. As an Lecturer in the above said department you need to maintain punctuality, teaching standards , discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year..
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti-college and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

22.08.2011

- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of ₹ 1,00,000/- to cover the cost of advertising, conducting Interviews, experts professional fees and all other associated expenses. than 5" diase,
- 8. For calculation of increment, which is due from the month of October and salary payable in - 13iore - 78. November of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1st March. Increment will be paid for every completed year, of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions. The state of the
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or i associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam, invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11. Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12, If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes, 1 9000 Mars

for Jayanagara Education Society®

ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms . As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Signature of the candidate Name: K. Svavarthi sav?



Via Kanakapura Road, Doddakalsandra, Bangalore - 560 062. Tel: 080 26669313 / 14, Fax: 26669314

## **Duty Joining Report**

Name : Katuri Szavantki	
Address : a) Permanent <u>Clo Hazlapudi Rai</u> Bruenikas Rao Peta, Guntia, Pro - 522004,	
b) Local 60 H. G. VenkaTesaiah, TP Negar 5th phase, Bangalare  Contact No.: 3795608385	
Qualifications : M. Tech	
Date of Birth : 22-08-1987 Name of Post:	Turon Exc
No. & Date of Appointment Order :	- NORMAN AND DE LA COMPANION AND DE LA COMPANI
Salary & Scale :	Kind of the state of the state of
As per the above appointment order, I wish to report for duty today understood all the conditions of appointment and agree to abide by the other job except through the Principal and also not to take up any other or part time without the written permission from the Principal.  Date: \$2 - 08 - 2011	e same. I undertake not to apply for any
Counter Signed by the Head of the Department :	Reshow Muetly Head of the Department
He / She is permitted to join duty on the forenoon / aftern	eon of 22-08 · 201
CC to : Accounts / Personal File	R.C.



## ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ) Jayanagar Education Society (R)

ನಂ.೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ತೆ, ೨ನೇ ಮುಖ್ಯ ರಸ್ತೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು-೫೬೦ ೦೭೦. ≥ ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. ≥ 2664 9277.

25.08.2011

Mr. Krishna K.S, #65, 3<sup>rd</sup> Cross,3<sup>rd</sup> Phase, 1<sup>st</sup> Block, BSK 3<sup>rd</sup> Stage, Bangalore.

Dear Mr. Krishna K.S.

<u>Sub</u>: Appointment as Lecturer in the Department of Electronics & Communication.

This is to intimate you that, you have been appointed as Lecturer in the Department of Electronics & Communication City Engineering College, with the following terms and conditions.

1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.

2.You will be paid total emoluments of ₹ 23,875 ( ₹ Twenty Three Thousand Eight Hundred & Seventy Five only) per month Consolidated in the AICTE Scale and other admissible allowances.

- As an Lecturer in the above said department you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorised absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti-college and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of ₹ 1,00,000/- to cover the cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of October and salary payable in November of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1st March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam, invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11.Before reporting to the duty—you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12,If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes,

for Jayanagara Education Society®

President / Secretary

ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principat. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms. As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date : 25/08/2011

Signature of the candidate Name: KRISHNA K.S

1.3



Via Kanakapura Road, Doddakalsandra, Bangalore - 560 062. Tel: 080 26669313 / 14, Fax: 26669314

## **Duty Joining Report**

Name	
	KRISHNA K.S
Address	: a) Permanent Sto SHIVILINGE GOWDA, KUMBARAKOPPAZU
- E. S. S. S.	NAGAMANGALA TO, MANDYA DIST.
A District	Contact No.: 9886585771
	b) Local #65, 3rd CROSS, 3rd BHASE, 1st BLOCK,
1 A 3 A 3 L	BSG 3rd STAGE, BANGALORE
	Contact No.:
Qualifications	: M. Tech
Date of Birth	: 10-07-1984 Name of Post: <u>Lecturer</u>
No. & Date of A	ppointment Order: Offer Letter Dated 22 08 2011
Salary & Scale	
10 no-11	
or part time without	Signatur
or part time without	by the Head of the Department:
or part time without	by the Head of the Department:  C. Heshous Murthy
Date: 25/8/2	by the Head of the Department:  C. Head of the Department:  Head of the Department
Date: 25/8/2	by the Head of the Department:  C. Heshous Murthy

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## ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ) Jayanagar Education Society (F

ನಂ. ೨೭/೮೩೩ನೇ ಅಡ್ಡರಸ್ತೆ, ೨ನೇ ಮುಖ್ಯರಸ್ತೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು – ೫೬೦ ೦೭೦. 🕿 ೨೬೬೪ ೯೨೭೭ No. 2772, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. 🕿 2664 9277

Mr. Gopikishan J, #37, 1<sup>st</sup> Main, 10<sup>th</sup> Cross, Maruthinagar, Kogilu Road, Yelahankha, Bangalore-560 064

15th July,2013

Dear Mr. Gopikishan J,

<u>Sub</u>: Appointment as Asst Professor in the Department of Electronics & Communication.

This is to intimate you that, you have been appointed as Asst. Professor in the Department of in Electronics & Communication City Engineering College, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2.You will be paid total emoluments of ₹ 25,200 ( ₹ Twenty Five Thousand Two Hundred Only ) per month Consolidated in the AICTE Scale and other admissible allowances.
- 3. As an Asst Professor in the above said department you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorised absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti- college and anti management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

GOPLKISHAN.I

- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of October and salary payable in November of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1st March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or itassociated institutions in India or abroad including the new Institutions and Institutions proposeu to be started at different parts of India.
- 10. If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam , invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not
- 11. Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time
- 12. If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes,

For CITY THE HALL SOCIETY®

ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms . As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date: 15 07 2013.

Signature of the candidate
Name: GOPIKISHAN.T



Via Kanakapura Road, Doddakalsandra, Bangalore - 560 062. Tel: 080 26669313 / 14, Fax: 26669314

## **Duty Joining Report**

Name	:GOPIKISHAN. I
Address	: a) Permanent S/o D. JAYANIVA, #B-17, BAPUTI QUARTER
	VIDYANAGAR, DAVANGERE
	Contact No.: 9739735049
	b) Local
	Contact No. :
Qualifications	
Date of Birth	: 19-05-1979 Name of Post: Assisted proffesed.
No. & Date of A	appointment Order:
Salary & Scale	25,200/-
As per the above a understood all the o other job except the	appointment order, I wish to report for duty today forenoon/ afternoon. I have read and conditions of appointment and agree to abide by the same. I undertake not to apply for any ough the Principal and also not to take up any other remunerative or honorary work full time the written permission from the Principal.
	/ Signature
Counter Signed	by the Head of the Department :
	a:s-malithanjing
de / She is norm	nead of the Department
ic / One is penn	nitted to join duty on the forenoon / afternoon of
	$\odot$ 1
C to : Accounts	/ Personal File
	Principal



ನಂ.೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ತೆ, ೨ನೇ ಮುಖ್ಯ ರಸ್ತೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು-೫೬೦ ೦೭೦. ☎ ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. ☎ 2664 9277. 19<sup>th</sup> July 2016

Mrs. Geethanjali #73, 3<sup>rd</sup> Floor, Manjunaktha Nagar, Naidu Layout, Near Abbiah Naidu Studio, Bengaluru

Dear Mrs. Geethanjali

<u>Sub</u>: Appointment as an Assistant Professor in the Department of Electronics & Communication Engineering Branch.

This is to intimate you that, you have been appointed as Assistant Professor Department of Electronics & Communication Engineering branch in City Engineering College 19<sup>th</sup> July 2016, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2.You will be paid total emoluments of ₹ 24,100/- per month in the AICTE Scale
- As Assistant Professor in the above said department you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti- college and anti management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

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- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the part time lecturers remuneration, cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of July and salary payable in August of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1<sup>st</sup> March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam , invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12, If you are satisfied with the above conditions and willing to join our college, please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes, for Jayanagara Education Society®

President / Secretary

#### **ACCEPTANCE OF THE EMPLOYEE**

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms. As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date: 19 07 2016

Signature of the candidate

Name:



VASANTHAPURA, BANGALORE - 560 062.

## **DUTY JOINING REPORT**

NAME: Geethanial	
ADDRESS: a) PERMANENT 73, 31d Plow	R, Manjunath Nagal, Naidu L Abbaiah Naidu Studio, R'Ide.
layout, Near	L Abbaiah Naidu Studio, B' bole.
b) LOCAL	
QUALIFICATIONS: M- Tech	
DATE OF BIRTH : 30-08-1990	
NAME OF POST : Assistant Per	fessol
NO. & DATE OF APPOINTMENT ORDER:	
SALARY & SCALE:	
As per the above appointment order, I wish to report for understood all the conditions of appointment and agree for any other job except through the Principal and also n work full time or part time without the written permiss	to abide by the same. I undertake not to apply
	C 4-11
Date: 17 7 2016	Signature
Counter signed by the Head of the Department	
	G-S-maliflaging Head of the Department
He/She is permitted to join duty on the forenoon / after	noon of
CC to : Accounts/Personal file	Principal



ನಂ. ೨೭/೨, ೩೩ನೇ ಆಡ್ಡರಸ್ತೆ. ೨ನೇ ಮುಖ್ಯರಸ್ತೆ, ೭ನೇ ಐಡಾವಣೆ. ಜಯನಗರ, ಬೆಂಗಳೂರು - ೫೬೦ ೦೭೦. 🕿 ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. 🕿 2664 9277

28/05/2018

Mrs. Radhika T. S. #201, 2<sup>ND</sup> Floor, Gokulanagar, Doddakallasandra, Bengaluru

Dear Radhika T. S.

<u>Sub</u>: Appointment as an Assistant Professor in the Department of Electronics & Communication Engineering. - reg

This is to intimate you that, you have been appointed as Assistant Professor, Department of Electronics & Communication Engineering in City Engineering College with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹27,300/- (₹ Twenty Seven Thousand Three Hundred Only) per month Consolidated in the AICTE Scale inclusive of other admissible allowances.
- 3. As Assistant Professor you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without

You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.

6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti- college and antimanagement activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the part time lecturers remuneration, cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of July and salary payable in August of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1<sup>st</sup> March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam, invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12,If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes, for Jayanagara Education Society®

President / Secretary

#### ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms. As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may Inform the future employer and VTU.

Date : 28 05/18

Signature of the candidate Name: Radlika 7. C



Via Kanakapura Road, Doddakalsandra, Bangalore - 560 062. Tel: 080 26669313 / 14, Fax: 26669314

## **Duty Joining Report**

	The state of the s	South and section of the section of
Name	: Radhika T.S	the state of the s
Address	: a) Permanent I 201, 9 nd floor,	Gokulanagar,
Doddka	Malandra, Banglise	it eat *V <sub>i</sub> · · · · · · · · · ·
	Malandra, Banglise  Contact No.: 9916414369	* 1000 Accept that the
	b) Local	
	Contact No. :	
Qualifications	:BE, MTech	
Date of Birth	: BE, MTech : 05/07/1989 Name of Post: Asst	. Prof
No. & Date of A	ppointment Order: <u>28   05   2018</u>	
Salary & Scale	23,300/-	-
understood all the o other job except thre	appointment order, I wish to report for duty today forer onditions of appointment and agree to abide by the sam ough the Principal and also not to take up any other remu the written permission from the Principal.	e. I undertake not to apply for any
		Reduc
Date: 28 09	12018	Signature
Counter Signed	by the Head of the Department :	le ab 32/5/2018
1		Head of the Department
He / She is perm	nitted to join duty on the forenoon / afternoon	of 28.5.2018
		· · · · · · · · · · · · · · · · · · ·
CC to : Accounts	s / Personal File	PRIN <b>Principal</b>
		CITY ENGINEERING COLLE



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18th February 2019

Mrs. Sheetal Patted #1053, Elina Residency, Flat No. 201, behind Chetana Public School, Holiday Village Road, Vajarahalli Off. Kanakapura Road, Bengaluru-560062

Dear Mrs. Sheetal Patted

<u>Sub</u>: Appointment as an Assistant Professor in the Department of E& C - reg

This is to intimate you that, you have been appointed as Assistant Professor, Department of Electronics & Communication Engineering in City Engineering College with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹23,300/- (₹Twenty Three Thousand Three Hundred Only) per month Consolidated in the AICTE Scale inclusive of other admissible allowances.
- 3. As Assistant Professor you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks ca.ds will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti-college and antimanagement activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the part time lecturers remuneration, cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of July and salary payable in August of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1<sup>st</sup> March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam , invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12,If you are satisfied with the above conditions and willing to join our college, please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes, for Jayanagara Education Society®

President / Secretary

#### ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms. As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date: 18-2-19

Signature of the candidate Name: She etal



Via Kanakapura Road, Doddakalsandra, Bangalore - 560 062. Tel: 080 26669313 / 14, Fax: 26669314

# **Duty Joining Report**

	3 0011118	
Name	: Sheetal patted	
Address	: a) Permanent #1052 ED.	
001-201 (Halibay	Dehind chetana P Village road OFF Contact No.: 984595914	whice school vajorah - Kanakapura road B
	b) Local	
	Contact No. :	
Qualifications	M.E(ESCE)	
Date of Birth	: 1-3-1989 Name of Post : 1	20
No. & Date of Ap	ppointment Order: 18 - 9 - 10	J CCLARER
Salary & Scale:		
As per the above ap understood all the co other job except throu or part time without th	ppointment order, I wish to report for duty too onditions of appointment and agree to abide by ugh the Principal and also not to take up any oth ne written permission from the Principal.	day forenoon/ afternoon. I have read and the same. I undertake not to apply for any ner remunerative or honorary work full time
r part time without th	ne written permission from the Principal.	day forenoon/ afternoon. I have read and the same. I undertake not to apply for any ner remunerative or honorary work full time
propart time without the	ne written permission from the Principal.	ner remunerative or honorary work full time
r part time without th	ne written permission from the Principal.	ner remunerative or honorary work full time
Part time without th	ne written permission from the Principal.	signature
Pate: \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	ne written permission from the Principal.	Signature  Head of the Department



ನಂ. 27/2, 33ನೇ ಅದ್ದರಸ್ತೆ. 2ನೇ ಮುಖ್ಯರಸ್ತೆ, 7ನೇ ಬಡಾವಣೆ. ಜಯನಗರ, ಬೆಂಗಳೂರು − 560070. ☎: 080 26649277 No. 27/2, 33<sup>rd</sup> Cross, 2<sup>rd</sup> Main Road, 7<sup>th</sup> Block, Jayanagar, Bangalore - 560070. ☎: 080 26649277

02<sup>nd</sup> May 2022

Dr. Sairabanu, Bengaluru

Dear Sairabanu,

Sub: Appointment as Associate Professor in the department of Information Science & Engineering for City Engineering College (CEC) with effect from 02/05/2022

This is to inform you that you have been appointed as Associate Professor the department of Information Science & Engineering for CITY Engineering College, Doddakallasandra, Bengaluru-560061, with the following terms and conditions:

Your date of appointment will be Second May 2022. Please give joining report to the Principal of the College and complete the joining formalities.

- 1. You will be on one-year probationary period, if the Performance Appraisal Committee (PAC) recommends a separate letter of appointment will be issued by the Chairman City Institutions Bangalore.
- 2. You will be paid in the AICTE Scale of ₹55,000/- and other admissible allowances.
- 3. As a Associate Professor in the above said position, you need to maintain punctuality, teaching standards, discipline, professional secrecy and ethics, standard of education, dress code, personal hygiene and decorum as detailed by the institution.
- 4. You are required to furnish a copy of AADHAR card PAN card / Passport as a proof of permanent and present address, Date of Birth, Mobile number and Email Id, also submit two passport size photos.
- 5. You are required to produce two letters of reference from the persons known to you for the last two years
- 6. You shall work on full time basis from 9A.M to 5.30P.M and should not leave the college without the written permission of the Principal during the working hours on all working days. You will follow the leave rules and holidays normally observed in CITY Institutions. You shall avail leave with prior approval as per the college rules. During the period of probation staff are permitted to avail casual leaves and declared holidays.
- 7. You are entitled for 12 days of casual leave per year, one casual leave for every completed month of service and CL can be accumulated during the calendar year, but cannot be utilized in advance for the forth coming months.
- 8. Unauthorized absence of more than 3 days continuously from attending the duties will be liable for termination of your services without notice and unauthorized absence of a day will be calculated as two days of absence for the purpose of salary calculation.
- 9. You cannot resign or discontinue your services within the Semester as per VTU rules. You may leave at the end of Semester by giving three months prior notice by submitting a resignation letter to the Principal of the CITY Engineering College and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of each academic year and the same should be approved by the Chairman of the Trust, the original marks cards will be returned to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the academic interests of students during the academic year and to avoid switching over from one Institution to another in the middle of the Academic Year.
- 10. You will be relieved within a reasonable time, if you get a Government Job/Foreign Assignment/ prolonged illness and not fit to work. (Proof of documentary evidence is required in all cases). You will also be relieved within the said academic year without notice if your services are not satisfactory and your teaching quality and administrative capabilities are not as per the expected quality standards of the College.
- 11. You will be relieved if you are not willing to accept the delegated responsibilities. If you involve in any Anti-student and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

- 12 If you decide to discontinue the job on your own in the middle of the academic Year, the academic schedule and classes will get affected. Hence, you are required to give three months' notice, prior to the last working day (i.e., if the last working day of the semester is June 15th notice to be given by March 15th) or pay compulsorily pre-calculated liquidated damages to the College to an extent of three months' salary to cover the recruitment expenses, cost of advertising, conducting interviews, expert professional interviewers' fees and all other associated expenses.
- 13 Before you get relieved you have to handover the relevant documents, work related materials and payback any advance amount taken, return library books, institutional data backup, mobile phones, laptops, CDs, DVDs, Pen Drive, External Hard Disk, Software CDs, Cupboard and Drawer keys, Camera etc. to the Administrative Officer/ Trustees and submit NOC to the Principal
- 14. You should attend college all times, if there is any work related to college examinations, submission of proposals to AICTE, VTU, NBA, NAAC etc or work related to annual day celebrations, academic activities (conferences/ seminars/ workshop), functions or attending Principal's meetings, internal audit committees, library stock verification or any other work assigned by the Principal/Director/ Trustees/ higher officials of the institution.
- 15 Special benefits and consideration for employees:
  - a) Marriage: Employees completed two years of continuous service in teaching/non-teaching category (in any of the institutions under CITY Group of Institutions are eligible for 1-week paid leave.
  - b) Maternity leave (ML) (Applicable for female staff members) Should have put in minimum of two years of continuous service, 15 days paid leave (one week before and one week after delivery) will be granted for the first child only
- 16. Every year members of performance appraisal committee (PAC) will review your performance, behavior, punctuality and submit a report for consideration of continuation of your services and increment. You should have put in 08 (eight) months of continuous service before June of the year to be eligible for increment. However, Trust will have the right to withhold or defer increment in case your services are not satisfactory and other factors affecting the institution in general, specifically finances.
- 17. Your job is transferable to any institution under Jayanagar Education Society® Associated/Collaborated Institutions in India including the new institutions proposed to be established indifferent parts of India.
- 18. If you are satisfied with the above conditions and willing to join or continue in our Institution, kindly retain the first copy of this appointment letter, sign on the second copy and return the same to the Principal of the College.

For Jayanagar Education Society (R)

K.R. Paramahamsa Authorized Signatory

#### Letter of Acceptance of the Employee

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit / surrender my original marks statements to the Trust for immediate verification by any visiting inspecting teams. I hereby declare that I have the eligibility to teach and for appointment of above post as per AICTE norms and as long as I am employed with CITY Engineering College under Jayanagar Education Society ® I agree to keep my original certificates under their custody and will be returned upon my proper resignation and relieving from duties. I will not leave the College in the middle of the academic session and will not cause inconvenience to the students. In case of breach of understanding by me, Principal/management can take legal action against me as per the above terms and may inform the future employer and VTU.

Signature of the Employee

Name DA Shina banu Mob



JAYANAGAR EDUCATION SOCIETY (R)

Doddakallasandra, Off. Kanakapura Road, Bangalore - 560 061.

#### **DUTY JOINING REPORT**

044

DOTT JOINING KER	
NAME : SAZRABANU	
ADDRESS : a) PERMANENT	
b) LOCAL	
;	
QUALIFICATIONS: BE, ME, Ph.D (CSE	E)
DATE OF BIRTH : 17/07/1981	
NAME OF POST : Associate Projestor 900	ISE
NO. & DATE OF APPOINTMENT ORDER : 02(05/20)	22,
SALARY & SCALE : So, 000	
As per the above appointment order. I wish to report for duty toda understood all the conditions of appointment and agree to abide for any other job except through the Principal and also not to take	by the same. I undertake not to apply
work full time or part time without the written permission from the Principal.	Louve
Date: 02 05 2022	Signature
Counter signed by the Head of the Department	
	Head of the Department
He/She is permitted to join duty on the forenoon / afternoon of	2-5-22
CC to : Accounts / Personal File	Principal



ನಂ.೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ತೆ, ೨ನೇ ಮ್ರಖ್ಯ ರಸ್ತೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು-೫೬೦ ೦೭೦. 🕿 ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. 🕿 2664 9277.

Date: 01/02/2007

Mr. Vinodh Kumar S #33, Pappaih Garden, B. S. K. 4<sup>th</sup> Cross, 7<sup>th</sup> Main Road, Banashankari 3<sup>rd</sup> Stage, Bangalore-560 085

Dear Vinodh Kumar S

This is to intimate you that, you have been appointed as a Lecturer in Information Science & Engineering Department in our CITY FNGINEERING COLLEGE to report on or before 01/02/2007 based on your application and personal interview you had with following terms, the conditions, and us.

- Your post will be confirmed subject to the satisfactory completion of One year Probation compulsorily and to be confirmed by a separate letter of appointment from the Management.
- 2. You will be paid Salary in the scale of Rs.8,000(8000-275-13500) + DA and Other allowances per month.
- 3. As a Lecturer in Information Science & Engineering Department, you need to maintain punctuality, discipline and Decorum of the College, by keeping the professional secrecy and status and will not indulge in student activities and anti college activities.
- 4. You shall work on a full-time basis between 9.00 a.m. and 5.00 p.m. from Monday to Saturday. You should not leave the department without written permission.
- You shall avail leave and holidays as per the College rules. Leave is not a prerogative of the employees, unless and otherwise sanctioned by the President. Unauthorized absence of more than 4 days from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days leave for the purpose of salary calculation. Unauthorisedly absenting more than three times is liable for termination of job.
- 6. The academic year starts from October of the current year to July of the next year. You are required to work till the end of the academic year (July). If you want to discontinue from the services, you are required to give one months notice on July 1<sup>st</sup> and get yourself relieved by July 31<sup>st</sup> in any year. If you wish to continue you are required to confirm your willingness in writing by 1<sup>st</sup> of July the management should approve every year and the same. The condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid any jumping from our college to any other college in the middle of the academic year, which affects the students interests.

.....2

7. You will be relieved within the said academic year if your services are not satisfactory as per the expected standards of the college and if you involve in any anti-student and anti

management activities or if you get a Government job (proof required)

8. If you decide to discontinue the job on your own during the academic year (October to July) the academic schedule gets disturbed and consequently students studies will be affected, as the sole objective of the College is to provide quality education. You are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of an amount equivalent to 6 months salary drawn by you Rs. 50,000/- whichever is less.

 Your job is transferable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and institutions

proposed to be started at different parts of India.

10. Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the University or Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you after you dissociates with the college.

11. If you are satisfied with the above conditions and willing to join our college please conform your date of joining & retain the first copy of this Appointment letter and

append your signature on the second copy and return the same.

With best wishes,

Yours sincerely,

Principal.

City Engineering College.

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said-terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original Marks Statements to the Management, I also declare that I have the eligibility to teach as per UGC or/and AICTE norms and as long as I am in employment with Jayanagar Education Society, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal . tion against me as per above terms and may inform the future employer.

Signature of the candidate: SVF

Date: 01/02/2007



VASANTHAPURA, BANGALORE - 560 062.

#### **DUTY JOINING REPORT**

NAME : 3 Vinoth Lumar
ADDRESS: a) PERMANENT No. 33 Paffail Garden B. S. K 4t Cross WITH PHONE No.  The Kein 3rd Stage Canashankeri Bangalore - 560085
b) LOCAL
QUALIFICATIONS: B. E " Infanction Science"  DATE OF BIRTH: 14/10/1984
DATE OF BIRTH : $14/10/1984$
NAME OF POST : Lecturer
NO. & DATE OF APPOINTMENT ORDER : $1/2/2007$
SALARY & SCALE:
As per the above appointment order, I wish to report for duty today forenoon/afternoon. I have read and understood all the conditions of appointment and agree to abide by the same. I undertake not to apply for any other job except through the Principal and also not to take up any other remunerative or honorary work full time or part time without the written permission from the Principal
Date: 24/2/07  Signature
Counter signed by the Head of the Department
The !!
Head of the Department
He/She is permitted to join duty on the forenoon / afternoon of 01 02 07
\
CC to : Accounts/Personal file  Principal

Principal



#### Jayanagar Education Society (R)

ನಂ. 27 1, 33ನೇ ಅಡ್ಡರಸ್ತೆ, 2ನೇ ಮುಖ್ಯರಸ್ತೆ, 7ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು - 560070. 🖀 : 080 26649277 No. 27/2, 33<sup>rd</sup> Cross, 2<sup>rd</sup> Main Road, 7<sup>th</sup> Block, Jayanagar, Bangalore - 560070. ☎: 080 26649277

15th January 2021

Ms. Swethashree R N 1<sup>st</sup> Main, Annapurneshwari Layout, Chunchagatta, JP Nagar 7th Phase, Bengaluru-560062

Dear Swethashree R N

<u>Sub</u>: Appointment as an Assistant Professor in the Department of CSE - reg

This is to intimate you that, you have been appointed as Assistant Professor Department of Computer Science & Engineering in City Engineering College, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 22,000/- per month in the AICTE Scale
- 3. As an Assistant Professor you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorary at the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anticollege and anti management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

PRINCIPAL CITY ENGINEERING COLLEGE Kanakapura Main Road, BANGALORE - 560 061

- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of ₹ 1,00,000/- to cover the cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of October and salary payable in November of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1st March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam , invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11. Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12, If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes, for Jayanagara Education Society®

President / Secretary

#### ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and Swelhashle may inform the future employer and VTU.

Date: 18/1/2)

PRINCIPAL CITY ENGINEERING COLLEGE

Kanakapura Main Road, BANGALOKE - 560 061

Signature of the candidate Name: Swetha Shyre



JAYANAGAR EDUCATION SOCIETY (R)

Doddakallasandra, Off. Kanakapura Road, Bangalore - 560 061.

DUTY JOINING REPORT	025
NAME : Swetha Shree R.N.	•
ADDRESS: a) PERMANENT D.NO. 45, W.NO 25, 1st Char Me	w .
Vijaynagas Colony Contament Bal	lal"
b) LOCAL No 8/2, Second Floor, SRISAMPAD	A"
1st main, 4th closes, Annapulneshwa	
churchagatta: IP nagae 7th phase	B'lou
QUALIFICATIONS: M. Tech (CSE)	56000
DATE OF BIRTH : 11/11/93	
NAME OF POST : Assistant Riofessol	
NO. & DATE OF APPOINTMENT ORDER: 18/1/21	
SALARY & SCALE :	
As per the above appointment order. I wish to report for duty today forenoon/afternoon. I have reunderstood all the conditions of appointment and agree to abide by the same. I undertake not to for any other job except through the Principal and also not to take up any other remunerative or howork full time or part time without the written permission from the Principal.	o apply onorary
Swethin arrie of part arrie will out the will emport a south of morphisms.	
101.101	nature
Counter signed by the Head of the Department	
Head of the Departm	ent
He/She is permitted to join duty on the forenoon / afternoon of	
CC to : Accounts / Personal File Princip	pal

PRINCIPAL
CITY ENGINEERING COLLEGE
Kanakapura Main Road, BANGALORE - 560 061



ನಂ.೨೭/೨, ೩೩ನೇ ಆಡ್ವರಸ್ಕೆ, ೨ನೇ ಮುಖ್ಯ ರಸ್ಕೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು-೫೬೦ ೦೭೦. 🖀 ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070 🖀 2664 9277

12th March 2018

Dr. N Rajasekhar Reddy #12, MRS Apartment, 100ft Road, BTM I Stage, Bengaluru-560068

Dear Dr. N Rajasekhar Reddy,

Sub: Appointment as a Professor in the Department of Computer Science & Engg. - reg

This is to intimate you that, you have been appointed as Professor, Department of Computer Science & Igineering in City Engineering College with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 77,000/-( ₹ Seventy Seven Thousand Only) per month Consolidated in the AICTE Scale inclusive of other admissible allowances.
- 3. As Professor you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.

You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.

6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti-college and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the part time lecturers remuneration, cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of July and salary payable in August of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1<sup>st</sup> March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam , invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12,If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes, for Jayanagara Education Society®

President / Secretary

#### **ACCEPTANCE OF THE EMPLOYEE**

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms. As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date: 15.03.2018.

Signature of the canodiate



CC to: Accounts/Personal file

#### CITY ENGINEERING COLLEGE

VASANTHAPURA, BANGALORE - 560 062

#### **DUTY JOINING REPORT**

NAME: Dr. N. Rajaseichar R-dole	<b>*</b>
ADDRESS: a) PERMANENT D. MO: 7-35; P	ove adistract
Angallu kevaba	la cola, Modarapoli
b) LOCAL Chitton (DT), A.	P
- 10th Main, M. R.S.	Maurian, B.T. M. Det
Stage Bangalore.	
QUALIFICATIONS: M. Tech: PhD	
DATE OF BIRTH :	
NAME OF POST : propersor	
NO. & DATE OF APPOINTMENT ORDER:	018
SALARY & SCALE: 77,000/- (Seventy se	ver twoerouds only)
As per the above appointment order, I wish to report for duty today force understood all the conditions of appointment and agree to abide by the for any other job except through the Principal and also not to take up any work full time or part time without the written permission from the Principal and also not to take up any work full time or part time without the written permission from the Principal and also not to take up any work full time or part time without the written permission from the Principal and also not to take up any work full time or part time without the written permission from the Principal and also not to take up any work full time or part time without the written permission from the Principal and also not to take up any work full time or part time without the written permission from the Principal and also not to take up any work full time or part time without the written permission from the Principal and also not to take up any work full time or part time without the written permission from the Principal and also not to take up any work full time or part time without the written permission from the Principal and also not to take up any work full time or part time without the written permission from the Principal and also not to take up any work full time or part time without the written permission from the Principal and also not to take up any work full time or part time without the written permission from the Principal and also not to take up any work full time or part time without the written permission from the Principal and also not to take up any any and the principal and also not to take up any any and the principal and also not to take up any any any and the principal and also not to take up any any any and also not to take up any	same. I undertake not to apply other remunerative or honorary
	N. RejaselchanReds
Date: 15.03.2018	Signature
Counter signed by the Head of the Department	
	Head of the Department
He/She is permitted to join duty on the forenoon / afternoon of	



ನಂ.೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ಕೆ, ೨ನೇ ಮುಖ್ಯ ರಸ್ಕೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು-೫೬೦ ೦೭೦. 🕿 ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. 2 2664 9277.

01st March 2018

Dr. S. Karunakara #14/21, 5th 'A' Cross, B.S.K. III Stage, Ittamadu, Bengaluru-560085

Dear Dr. S. Karunakara,

Sub: Appointment as a Professor & Head in the Department of Mechanical Engineering - reg

This is to intimate you that, you have been appointed as Professor & Head, Department of Mechanical igineering in City Engineering College with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 75,000/-( ₹ Seventy Five Thousand Only/-) per month Consolidated in the AICTE Scale inclusive of other admissible allowances.
- 3. As Professor & Head you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.

You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.

6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti- college and antimanagement activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the part time lecturers remuneration, cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of July and salary payable in August of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1st March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your Increment and continuation of services In Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of Internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam , invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12, If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes, for Jayanagara Education Society®

President / Secretary

#### **ACCEPTANCE OF THE EMPLOYEE**

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms . As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Signature of the candidate

Dr.S. KARUNAES



VASANTHAPURA, BANGALORE - 560 062.

## **DUTY JOINING REPORT**

NAME : S. KARUNAKARA
ADDRESS: a) PERMANENT 14121, 5th A' COLORS: B.S.K 3' Stage
Ittamadu : Bangalosie - 560085
b) LOCAL
20 LOCAL
A. The second se
QUALIFICATIONS: B.E. M. Tech. Ph.D
DATE OF BIRTH : 03/03/1974
NAME OF POST: Progresson & Head of Mech Dept
NO. & DATE OF APPOINTMENT ORDER: 01/03/2018
SALARY & SCALE:
As per the above appointment order, I wish to report for duty today forenoon/afternoon. I have read and understood all the conditions of appointment and agree to abide by the same. I undertake not to apply for any other job except through the Principal and also not to take up any other remunerative or honorary work full time or part time without the written permission from the Principal
Date: 5/3/18 Signature
Counter signed by the Head of the Department
Head of the Department
He/She is permitted to join duty on the forenoon / afternoon of
He service
CC to : Accounts/Personal file  Principal



ನಂ.೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ಕೆ ೨ನೇ ಮುಖ್ಯ ರಸ್ಕೆ ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು-೫೬೦ ೦೭೦. 🕿 ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. 2 2664 9277.

Dt:29/08/2005

Mrs. T. R. Uma, #75, 6th Main, Between 17th & 18th Cross, Malleshwaram Bangalore-560 055

Dear T. R. Uma, This is to intimate you that, you have been appointed as a Asst. Professor in Mechanical Engineering Department of our CITY ENGINEERING COLLEGE, w. e. f. 01/09/2005 based on your application and personal interview, you had with following terms and conditions:

1. Your appointment is subject to the satisfactory completion of one-year Probationary period and fur he, extension to be confirmed by a separate letter of appointment from the Management on 1st April next year. Otherwise probationary period will be extended by one more year. During the probationary period, your services may be terminated without any notice, if your service are not satisfactory and no longer required by the

2. You will be paid total emoluments of Rs. 12,000 (Rs. Twelve Thousand only) + other Allowances per month.

3. As a Asst. Professor in Mechanical Engineering Department, you need to maintain punctuality, discipline and Decorum of the College, by keeping the professional secrecy and status and will not indulge in student activities and anti college activities.

4. You shall work on a full-time basis between 9.00 a.m. and 5.00 p.m. from Monday to Saturday. You should not leave the department without written permission.

- 5. You shall avail leave and holidays as per the College rules. Leave is not a prerogative of the employees, unless and otherwise sanctioned by the President. Unauthorized absence of more than 4 days from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days leave for the purpose of salary calculation. Unauthorized absenting more than three times is liable for termination of job.
- 6. The academic year starts from October of the current year to July of the next year. You are required to work till the end of the academic year (July). If you want to discontinue from the services, you are required to give one months notice on July 1st and get yourself relieved by July 31st in any year. If you wish to continue you are required to confirm your willingness in writing by 1st of July every year and the same should be approved by the management. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid any jumping from our college to any other college in the middle of the academic year, which affects the students interest.
- 7. You will be relieved within the said academic year if your services are not satisfactory as per the expected standards of the college and if you involve in any anti-student and anti management activities or if you get a Government job (proof required)



8. If you decide to discontinue the job on your own during the academic year (October to July) the academic schedule gets disturbed and consequently students studies will be affected, as the sole objective of the College is to provide quality education. You are required to pay compulsorily pre-calculated I juidated damages to the college to an extent of an amount equivalent to 6 months salary drawn by you Rs. 50,000/whichever is less.1376

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- 9. Your job is transferable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and institutions proposed to be started at different parts of India.
  - 10. Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the University or Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you after you dissociates with the college.
  - 11. If you are satisfied with the above conditions and willing to join our coilege please retain the first copy of this Appointment letter and append your signature on the second copy and return the same.

With best wishes,

Yours sincerely,

Principal. City Engineering College.

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original Marks Statements to the Management, I also declare that I have the eligibility to teach as per UGC or/and AICTE norms and as long as I am in employment with Jayanagar Education Society, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer.

Signature of the candidate:

Date:



VASANTHAPURA, BANGALORE - 560 062.

## **DUTY JOINING REPORT**

NAME: Mrs T. R. Uma
ADDRESS: a) PERMANENT \$75,6th Main, Between 17th & 18 Forms
ADDRESS: a) PERMANENT \$75,6th Main, Between 17th & 18th WITH PHONE No.  Malleshwerram, Banjalre-5700000
b) LOCAL
QUALIFICATIONS: B.E., M.E.
DATE OF BIRTH: 02-04-1967
NAME OF POST : Asst. Pout.
NO. & DATE OF APPOINTMENT ORDER: 29-08-2005
SALARY & SCALE: 12,000+
As per the above appointment order, I wish to report for duty today forenoon/afternoon. I have read and understood all the conditions of appointment and agree to abide by the same. I undertake not to apply for any other job except through the Principal and also not to take up any other remunerative or honorary work full time or part time without the written permission from the Principal
Date: Signature
Counter signed by the Head of the Department
Justy.
Head of the Department
He/She is permitted to join duty on the forenoon / afternoon of
CC to : Accounts/Personal file  Whitelian  Principal



ನಂ. 27/2, 33ನೇ ಅಡ್ಡರಸ್ತೆ, 2ನೇ ಮುಖ್ಯರಸ್ತೆ, 7ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು − 560070. ☎ : 080 26649277 No. 27/2, 33<sup>™</sup> Cross, 2<sup>™</sup> Main Road, 7<sup>™</sup> Block, Jayanagar, Bangalore - 560070. ☎ : 080 26649277

02<sup>nd</sup> May 2022

Mr. Mohammed Mathenulla Shariff #186, 5<sup>th</sup> Cross, 02<sup>nd</sup> Floor, Arekere Lakshmi Layout, J. P. Nagar, 7<sup>th</sup> Phase, Bengaluru-560076

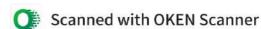
Dear Mohammed Mathenulla Shariff,

Sub: Appointment as Assistant Professor in the department of Mechanical Engineering for City Engineering College (CEC) with effect from 02/05/2022

This is to inform you that you have been appointed as Assistant Professor the department of Mechanical Engineering for CITY Engineering College, Doddakallasandra, Bengaluru-560061, with the following terms and conditions:

Your date of appointment will be Second May 2022. Please give joining report to the Principal of the College and complete the joining formalities.

- 1. You will be on one-year probationary period, if the Performance Appraisal Committee (PAC) recommends a separate letter of appointment will be issued by the Chairman City Institutions Bangalore.
- You will be paid in the AICTE Scale of ₹26,000/- and other admissible allowances.
- 3. As a Assistant Professor in the above said position, you need to maintain punctuality, teaching standards, discipline, professional secrecy and ethics, standard of education, dress code, personal hygiene and decorum as detailed by the institution.
- 4. You are required to furnish a copy of AADHAR card PAN card / Passport as a proof of permanent and present address, Date of Birth, Mobile number and Email Id, also submit two passport size photos.
- 5. You are required to produce two letters of reference from the persons known to you for the last two years
- 6. You shall work on full time basis from 9A.M to 5.30P.M and should not leave the college without the written permission of the Principal during the working hours on all working days. You will follow the leave rules and holidays normally observed in CITY Institutions. You shall avail leave with prior approval as per the college rules. During the period of probation staff are permitted to avail casual leaves and declared holidays.
- 7. You are entitled for 12 days of casual leave per year, one casual leave for every completed month of service and CL can be accumulated during the calendar year, but cannot be utilized in advance for the forth coming months.
- 8. Unauthorized absence of more than 3 days continuously from attending the duties will be liable for termination of your services without notice and unauthorized absence of a day will be calculated as two days of absence for the purpose of salary calculation.
- 9. You cannot resign or discontinue your services within the Semester as per VTU rules. You may leave at the end of Semester by giving three months prior notice by submitting a resignation letter to the Principal of the CITY Engineering College and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of each academic year and the same should be approved by the Chairman of the Trust, the original marks cards will be returned to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the academic interests of students during the academic year and to avoid switching over from one Institution to another in the middle of the Academic Year.
- 10. You will be relieved within a reasonable time, if you get a Government Job/Foreign Assignment/ prolonged illness and not fit to work. (Proof of documentary evidence is required in all cases). You will also be relieved within the said academic year without notice if your services are not satisfactory and your teaching quality and administrative capabilities are not as per the expected quality standards of the College.
- 11. You will be relieved if you are not willing to accept the delegated responsibilities. If you involve in any Anti-student and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.



- 12. If you decide to discontinue the job on your own in the middle of the academic Year, the academic schedule and classes will get affected. Hence, you are required to give three months' notice, prior to the last working day (i.e., if the last working day of the semester is June 15<sup>th</sup>, notice to be given by March 15<sup>th</sup>) or pay compulsorily pre-calculated liquidated damages to the College to an extent of three months' salary to cover the recruitment expenses, cost of advertising, conducting interviews, expert professional interviewers' fees and all other associated expenses.
- 13. Before you get relieved you have to handover the relevant documents, work related materials and payback any advance amount taken, return library books, institutional data backup, mobile phones, laptops, CDs, DVDs, Pen Drive, External Hard Disk, Software CDs, Cupboard and Drawer keys, Camera etc. to the Administrative Officer/ Trustees and submit NOC to the Principal.
- 14. You should attend college all times, if there is any work related to college examinations, submission of proposals to AICTE, VTU, NBA, NAAC etc. or work related to annual day celebrations, academic activities (conferences/ seminars/ workshop), functions or attending Principal's meetings, internal audit committees, library stock verification or any other work assigned by the Principal/Director/ Trustees/ higher officials of the institution.
- 15. Special benefits and consideration for employees:
  - a) Marriage: Employees completed two years of continuous service in teaching/non-teaching category (in any of the institutions under CITY Group of Institutions are eligible for 1-week paid leave.
  - b) Maternity leave (ML) (Applicable for female staff members): Should have put in minimum of two years of continuous service, 15 days paid leave (one week before and one week after delivery) will be granted for the first child only.
- 16. Every year members of performance appraisal committee (PAC) will review your performance, behavior, punctuality and submit a report for consideration of continuation of your services and increment. You should have put in 08 (eight) months of continuous service before June of the year to be eligible for increment. However, Trust will have the right to withhold or defer increment in case your services are not satisfactory and other factors affecting the institution in general, specifically finances.
- 17. Your job is transferable to any institution under Jayanagar Education Society® Associated/Collaborated Institutions in India including the new institutions proposed to be established indifferent parts of India.
- 18. If you are satisfied with the above conditions and willing to join or continue in our Institution, kindly retain the first copy of this appointment letter, sign on the second copy and return the same to the Principal of the College.

For Jayanagar Education Society (R)

K.R. Paramahamsa Authorized Signatory

#### Letter of Acceptance of the Employee

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit / surrender my original marks statements to the Trust for immediate verification by any visiting inspecting teams. I hereby declare that I have the eligibility to teach and for appointment of above post as per AICTE norms and as long as I am employed with CITY Engineering College under Jayanagar Education Society ®. I agree to keep my original certificates under their custody and will be returned upon my proper resignation and relieving from duties. I will not leave the College in the middle of the academic session and will not cause inconvenience to the students. In case of breach of understanding by me, Principal/management can take legal action against me as per the above terms and may inform the future employer and VTU.

Signature of the Employee

Name: Mob:



JAYANAGAR EDUCATION SOCIETY (R)

Doddakallasandra, Off. Kanakapura Road, Bangalore - 560 061.

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DUTY JOINING REPORT 043
NAME: Mohammed Mathenulla Shariff
ADDRESS: a) PERMANENT #186, 2nd Floor, She Cross, Arekere, WITH PHONE NO. Lakshmi layout, JP. Nagar The Phase.  b) LOCAL Bangalose-560076
WITH PHONE No. Lakehmi layout, IP. Nagar The Phase.
Bengalose-560076
Same as above
Same vs v- 2000
QUALIFICATIONS: M.E (Machine Design)
DATE OF BIRTH : 08 10 1974
NAME OF POST : IIM-B
NO. & DATE OF APPOINTMENT ORDER: 2   5   20 22
SALARY & SCALE : 26,000  -
As per the above appointment order. I wish to report for duty today forenoon/afternoon. I have read and understood all the conditions of appointment and agree to abide by the same. I undertake not to apply for any other job except through the Principal and also not to take up any other remunerative or honorary work full time or part time without the written permission from the Principal.
Allen
Date: 30 05 2022 Signature
Counter signed by the Head of the Department
, au
Starban
Head of the Department
He/She is permitted to join duty on the forenoon / afternoon of
CC to : Accounts / Personal File Principal



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21st January 2015

Mr. HARSHA VARDHAN U #178, 1st Cross, 1st Block 3rd Phase, BSK 3rd Stage, Bengaluru-560085

Dear Mr. HARSHA VARDHAN U

<u>Sub</u>: Appointment as an Assistant Professor in the Department of Mechanical Engineering Branch.

This is to intimate you that, you have been appointed as Assistant Professor Department of Mechanical Engineering branch in City Engineering College, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 23,300/- per month in the AICTE Scale
- 3. As an Assistant Professor in the above said department you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anticollege and anti management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

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- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of ₹ 1,00,000/- to cover the cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of October and salary payable in November of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1st March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.

9. Your job is transferrable to any of the institutions under Jayanagar Education Society or it associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.

10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam , invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.

11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.

12, If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes, for Jayanagara Education Society®

President / Secretary

#### ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms . As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date : 21 01 2015

Signature of the candidate Name : HARSHA VARDHAN. U.



VASANTHAPURA, BANGALORE - 560 062.

### **DUTY JOINING REPORT**

NAME: Harsha Vardhan. U.
ADDRESS. O PERMANENT HITE ISt Cross 1st Block, 3rd phase,
BSK 3 rd stage., B'Lole - 85.  Mobi- 9886577393
b) LOCAL Mobi- 9886577393
Same as the above -
QUALIFICATIONS: B.E, M. Tech.
DATE OF BIRTH : 04 07 1989
NAME OF POST : Assistant Profesor
NO. & DATE OF APPOINTMENT ORDER :
SALARY & SCALE: 23, 300/
As per the above appointment order, I wish to report for duty today forenoon/afternoon. I have read and understood all the conditions of appointment and agree to abide by the same. I undertake not to apply for any other job except through the Principal and also not to take up any other remunerative or honorary work full time or part time without the written permission from the Principal
work full time of part time without the written permission from the Timespar
Date: 21 01 2015
1 punitor 5
Date: 21 01 2015 Signature
Date: 21 01 2015  Counter signed by the Head of the Department  Signature
Date: 21 01 2015  Counter signed by the Head of the Department  Head of the Department

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15th September 2015

Mr. Anil Kumar R #58, Nandini Badavande, Mandya -571401

Dear Mr. Anil Kumar R

Sub: Appointment as an Assistant Professor in the Department of Mechanical Engineering Branch.

This is to intimate you that, you have been appointed as Assistant Professor Department of Mechanical Engineering branch in City Engineering College, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 23,300/- per month in the AICTE Scale
- 3. As Assistant Professor in the above said department you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti-college and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

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15/09/2015



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- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of October and salary payable in November of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1<sup>st</sup> March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or it associated institutions in India or abroad including the new Institutions and Institutions propose to be started at different parts of India.
- 10. If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam, invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college:
- 11. Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12. If you are satisfied with the above conditions and willing to join our college, please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes,

For CITY ENGYREERING COLLEGE Society®

President President

ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms. As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date: 15/69/2015

signature of the candidate

Name: Anilkumal. R



VASANTHAPURA, BANGALORE - 560 062.

NAME : ANIL KUMAR R			
ADDRESS: a) PERMANENT #58 Manasa Nilage.			
Nandini Badavane - 571401.			
b) LOCAL #26 Matrie nilager., medalo palya			
QUALIFICATIONS: M. Tech			
DATE OF BIRTH : 03-11-1989			
NAME OF POST: Assistant professor.			
NAME OF POST: Assistant brofesor.  NO. & DATE OF APPOINTMENT ORDER: 15th September 2015			
SALARY & SCALE: 93,300 [-			
As per the above appointment order, I wish to report for duty today forenoon/afternoon. I have read and understood all the conditions of appointment and agree to abide by the same. I undertake not to apply for any other job except through the Principal and also not to take up any other remunerative or honorary work full time or part time without the written permission from the Principal			
Date: 15/09/15  Date: 15/09/15			
Counter signed by the Head of the Department			
Head of the Department			
He/She is permitted to join duty on the forenoon / afternoon of			
CC to : Accounts/Personal file  Principal			



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06th August 2014

Miss. Shruti Naik #1567, Ground Floor, Opp. Sagar Hospitals, 10<sup>th</sup> Cross, Kumarasway Layout, Banashankari 2<sup>nd</sup> Stage, Bengaluru.

Dear Miss, Shruti Naik

<u>Sub</u>: Appointment as an Assistant Professor in the Department of Mechanical Engineering Branch.

This is to intimate you that, you have been appointed as Assistant Professor Department of Mechanical Engineering branch in City Engineering College, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 23,300/- per month in the AICTE Scale
- 3. As an Assistant Professor in the above said department you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti-college and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.



- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of 1,00,000/- to cover the cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of October and salary payable in November of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1<sup>st</sup> March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.

9.Your job is transferrable any of the institutions under Jayanagar Education Society or it associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.

- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam, invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12,If you are satisfied with the above conditions and willing to join our college, please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes, for Jayanagara Education Society®

President / Secretary

#### ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms. As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date: 06/08/2014

Signature of the candidate Name: Shauti Naik



VASANTHAPURA, BANGALORE - 560 062.

	SHRUTI NAIK	
ADDRESS: a) PERMANENT WITH PHONE No.	# 1567, GROUND PLOOR, OPP. SAYAR  10th CROSS, KUMARASWAMY LAYOUT,  BANASHANKARI 2ND STAYE, BANGAL	Mosp
b) LOCAL	BANASHANKARI 2ND STAYE, BANGAL	LORE
QUALIFICATIONS:	B.E., & M. Tech.	
DATE OF BIRTH : 2	5-11-1989	
NAME OF POST :A	SSISTANT PROFESSOR	
NO. & DATE OF APPOINTME		
SALARY & SCALE:R	23,300 —	
understood all the conditions of a for any other job except through the	der, I wish to report for duty today forenoon/afternoon. I have read appointment and agree to abide by the same. I undertake not to a the Principal and also not to take up any other remunerative or honout the written permission from the Principal	pply
Date: 06/08/2014	She the Ba	ture
Counter signed by the Head of the	he Department	
	Head of the Departs	nent
He/She is permitted to join duty	on the forenoon / afternoon of	
CC to : Accounts/Personal file	Open	Q
	681	h



ನಂ. ೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ತೆ, ೨ನೇ ಮುಖ್ಯರಸ್ತೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು – ೫೬೦ ೦೭೦. 🕿 ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. 2 2664 9277

13th October 2014

Mr. VIJAYA KUMAR Marenhalli, Vijayanagar Bengaluru -560040

Dear Mr. VIJAYA KUMAR

<u>Sub</u>: Appointment as an Assistant Professor in the Department of Mechanical Engineering Branch.

This is to intimate you that, you have been appointed as Assistant Professor Department of Mechanical Engineering branch in City Engineering College, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 23,300/- per month in the AICTE Scale
- 3. As an Assistant Professor in the above said department you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anticollege and anti management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.



- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of ₹ 1,00,000/- to cover the cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- For calculation of increment, which is due from the month of October and salary payable in November of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1st March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam, invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11. Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12, If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to ti Principal along with Original Certificates.

With best wishes, for Jayanagara Education Society®

President / Secretary

ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms . As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date: 13/10/2014 Signature of the candidate

Name: VIJAYAKUMAR



VASANTHAPURA, BANGALORE - 560 062.

NAME: Vijayakumar.			
ADDRESS: a) PERMANENT S/O. Neuragouda. B. Negarbetta. WITH PHONE No.  Post: Sathal To: B. Begundi Dist: Bijapur.			
b) LOCAL <u>Vijayakumar</u> # 101/B, 20th main road, 1st cross Marrenchelli, Vijayanagar, Bangalore.			
QUALIFICATIONS: M-Tech (Thermal Power Engineering)			
DATE OF BIRTH : 01 07/1989			
NAME OF POST: Assistant Professor - Mechanical Depurtment.			
NO. & DATE OF APPOINTMENT ORDER :			
SALARY & SCALE:			
As per the above appointment order, I wish to report for duty today forenoon/afternoon. I have read and understood all the conditions of appointment and agree to abide by the same. I undertake not to apply for any other job except through the Principal and also not to take up any other remunerative or honorary work full time or part time without the written permission from the Principal			
Date: 13/10/2014 Signature			
Counter signed by the Head of the Department			
Head of the Department			
He/She is permitted to join duty on the forenoon / afternoon of 13 10 2014			
CC to : Accounts/Personal file  Principal			
[2]12]			



ನಂ.೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ಕೆ, ೨ನೇ ಮುಖ್ಯ ರಸ್ಕೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು-೫೬೦ ೦೭೦. 🕿 ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. 🕿 2664 9277.

15th February 2016

Mr. Sampath H P #1, C/o Akkalappa, Opp to Manjunatha Building, New TCS, Anand Reddy Layout, E City, Phase -II Bengaluru.

Dear Sampath H P

Sub: Appointment as an Assistant Professor in the Department of Mechanical Engineering Branch.

This is to intimate you that, you have been appointed as Assistant Professor Department of Mechanical Engineering branch in City Engineering College, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 23,300/- per month in the AICTE Scale
- 3. As an Assistant Professor in the above said department you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti-college and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

Sompeth HP

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- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of October and salary payable in November of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1st March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10. If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam , invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11. Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12. If you are satisfied with the above conditions and willing to join our college, please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes,

For CITY ENGINEERING ECULTURE Society®

ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms . As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date : [5 02 16.

Sumperth H.P Signature of the candidate Name:



VASANTHAPURA, BANGALORE - 560 062.

NAME : SAMPATI	SAMPATH HP
ADDRESS: a) PERMANENT WITH PHONE No.	DAYTHERE (TR) & (DIST) - 577595
b) LOCAL	II NO-1, C/o Akkalappa, opp. to Manjunatha
	building, New T.C.S. Anund Reddy layoul E. City phase - IT Bangalike -
	i tech
	10-10-1991
	Assistant Profession
NO. & DATE OF APPOINT	MENT ORDER :
understood all the conditions	order, I wish to report for duty today forenoon/afternoon. I have read and of appointment and agree to abide by the same. I undertake not to apply gh the Principal and also not to take up any other remunerative or honorary without the written permission from the Principal  Scompath H.P.  Signature
Counter signed by the Head	of the Department
	Head of the Department
He/She is permitted to join	duty on the forenoon / afternoon of on 15th Feb. 2016
CC to : Accounts/Personal	Principal



### ಜ ಯ ನಗರ ಶಿಕ್ಷಣ Jayanagar Education Society (R)

ನಂ.೨೭/೨, ೩೩ನೇ ಅಡ್ತರಸೆ, ೨ನೇ ಮುಖ್ಯ ರಸೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು-೫೬೦ ೦೭೦. 🕿 ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. 🕿 2664 9277. 25th July 2016

Mr. Rakesh Y D Sri. Lakshmi Nilaya, 7th A Cross, Maruthi Nagar, Tumakuru-572102

Dear Mr Rakesh Y D

**Sub:** Appointment as an Assistant Professor in the Department of Mechanical Engineering Branch.

This is to intimate you that, you have been appointed as Assistant Professor Department of Mechanical Engineering branch in City Engineering College from 25th July 2016, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2.You will be paid total emoluments of ₹ 23,300/- per month in the AICTE Scale
- 3. As Assistant Professor in the above said department you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti- college and anti management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.



- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the part time lecturers remuneration, cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of July and salary payable in August of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1st March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and internationa journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam, invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11. Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12, If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes, for Jayanagara Education Society®

President / Secretary

### **ACCEPTANCE OF THE EMPLOYEE**

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms . As long as I am in employment with Jayanagar Education Society (3), I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date: 25/07/2016



VASANTHAPURA, BANGALORE - 560 062.

NAME : RAKESH Y.D
ADDRESS: a) PERMANENT Rakesh y.D S/o Davappa y. H
b) LOCAL  Sxi Lalsahmi Nilaya 7th A' Cooss Mounthi Nagar,  Tumbusi - 572102.
5) LOCAL
QUALIFICATIONS: M. Tech, Manufacturing science & Enga
DATE OF BIRTH : 30 /12/1991
NAME OF POST: Assistad projector
NO. & DATE OF APPOINTMENT ORDER: 01/08/2016
SALARY & SCALE :
As per the above appointment order, I wish to report for duty today forenoon/afternoon. I have read and understood all the conditions of appointment and agree to abide by the same. I undertake not to apply for any other job except through the Principal and also not to take up any other remunerative or honorary work full time or part time without the written permission from the Principal
Date: 01/08/2016  Signature
Counter signed by the Head of the Department
Head of the Department
He/She is permitted to join duty on the forenoon / afternoon of
CC to : Accounts/Personal file
S V Principal



ನಂ. ೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ತೆ, ೨ನೇ ಮುಖ್ಯರಸ್ತೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು − ೫೬೦ ೦೭೦. 🕿 ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. 🕿 2664 9277

03rd February 2015

Mr. SHIVARAJA H B #28, Udaya Nagar, Near KOMARLA Brigade, Chikkakallasandra, Bangaluru-560061

Dear Mr. SHIVARAJA H B

<u>Sub</u>: Appointment as an Assistant Professor in the Department of Mechanical Engineering Branch.

This is to intimate you that, you have been appointed as Assistant Professor Department of Mechanical Engineering branch in City Engineering College, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 23,300/- per month in the AICTE Scale
- 3. As an Assistant Professor in the above said department you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
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- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti-college and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

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- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of 1,00,000/- to cover the cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
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- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or it associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam, invalidation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12,If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes, for Jayanagara Education Society®

President / Secretary

ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms. As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date: 03/02/2015

Signature of the candidate
Name: SHIVARAJA.H.R.

O



VASANTHAPURA, BANGALORE - 560 062.

NAME: Shiva Raja. H.13
ADDRESS: a) PERMANENT SH-8/D. Showe Jayashove soad.
New town, Tannapura, Bhadracatti
b) LOCAL
and good a second of the control of
QUALIFICATIONS: BE (Mechanical), M-Tech
DATE OF BIRTH : 13/02/1991
NAME OF POST : Assistant Professor
NO. & DATE OF APPOINTMENT ORDER :
SALARY & SCALE:
As per the above appointment order, I wish to report for duty today forenoon/afternoon. I have read and understood all the conditions of appointment and agree to abide by the same. I undertake not to apply
or any other job except through the Principal and also not to take up any other remunerative or honorary work full time or part time without the written permission from the Principal
or any other job except through the Principal and also not to take up any other remunerative or honorary work full time or part time without the written permission from the Principal  Date: 3/2/2015  Signature
Work full time or part time without the written permission from the Principal
Nork full time or part time without the written permission from the Principal  Structure Signature
Nork full time or part time without the written permission from the Principal  Structure Signature  Counter signed by the Head of the Department  Scriptis
Nork full time or part time without the written permission from the Principal    Date: 3/2/2015   Signature

Phone: 6669313 (General) Telefax: 6669314 (Principal)



### CITY ENGINEERING COLLEGE

BWSSB PIPELINE ROAD, VASANTHAPURA, BANGALORE - 560 061 Sponsored by JAYANAGAR EDUCATION SOCIETY (R)

Date: 01/10/2001

To,

Mr. Rajasekhar P. #3043, V th Block, Janapriya Heavens. Allalasandra, G. K. V. K. Post, Bangalore.

Dear Rajasekhar P.

This is to intimate you that, you have been appointed as a Asst. Professor in Chemistry Department in our **CITY ENGINEERING COLLEGE w. e. f.** 01/10/2001 based on your application and personal interview you had with following terms, the conditions, and us.

 Your post will be confirmed subject to the satisfactory completion of One year Probation compulsorily and to be confirmed by a separate letter of appointment from the Management.

2. You will be paid Salary in the scale of Rs12,000 (12,000-420-18,300) + DA and Other

allowances per month.

3. As a Asst. Professor in Chemistry Department, you need to maintain punctuality, discipline and Decorum of the College, by keeping the professional secrecy and status and will not include in student activities and anti college activities.

4. You shall work on a full-time basis between 9.00 a.m. and 5.00 p.m. from Monday to

Saturday. You should not leave the department without written permission.

5. You shall avail leave and holidays as per the College rules. Leave is not a prerogative of the employees, unless and otherwise sanctioned by the President. Unauthorized absence of more than 4 days from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days leave for the purpose of salary calculation. Unauthorisedly absenting more than three times is liable for termination of job.

6. The academic year starts from October of the current year to July of the next year. You are required to work till the end of the academic year (July). If you want to discontinue from the services, you are required to give one months notice on July 1st and get yourself relieved by July 31st in any year. If you wish to continue you are required to confirm your willingness in writing by 1st of July the management should approve every year and the same. The condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid any jumping from our college to any other college in the middle of the academic year, which affects the students interests.

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7. You will be relieved within the said academic year if your services are not satisfactory as per the expected standards of the college and if you involve in any anti-student and anti management activities or if you get a Government job (proof required)

8. If you decide to discontinue the job on your own during the academic year (October to July) the academic schedule gets disturbed and consequently students studies will be affected, as the sole objective of the College is to provide quality education. You are

required to pay compulsorily pre-calculated liquidated damages to the college to an extent of an amount equivalent to 6 months salary drawn by you Rs. 50,000/-

9. Your job is transferable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and institutions proposed to be started at different parts of India.

10. Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the University or Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned

11. If you are satisfied with the above conditions and willing to join our college please conform your date of joining & retain the first copy of this Appointment letter and

append your signature on the second copy and return the same.

With best wishes,

Yours sincerely,

Principal.

City Engineering College.

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original Marks Statements to the Management, I also declare that I have the eligibility to teach as per UGC or/and AICTE norms and as long as I am in employment with Jayanagar Education Society, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer.

Signature of the candidate:

Date:

1710/01

# CITY ENGINEERING COLLEGE VASANTHAPURA, BANGALORE - 560 062.

NAME : P.R	ATASEKHAR	
ADDRESS: a) PERMANENT WITH PHONE No.	ATASEKHAR Ramachandra. B.com 1 372 Bl A-EM	, c.A.
	Chambamanakove Achukut	
b) LOCAL	B.S.K. III Stase Bung	sline -
	Ph- 6692	474 (89)
	_ do.	
QUALIFICATIONS :	M.S., M.phil	
DATE OF BIRTH :	01-07-1963	
NAME OF POST :	Selection Grade Lectures	
	ENT ORDER : 01/10/2001	
SALARY & SCALE:		
for any other job except through	rder, I wish to report for duty today forenoon/afternoon appointment and agree to abide by the same. I under the Principal and also not to take up any other remuner tout the written permission from the Principal	tolen must be a visit
Date: 01/10/2001		Signature
Counter signed by the Head of t	the Department	
	Head o	f the Department
He/She is permitted to join duty	on the forenoon / afternoon of $01  10/2001$	
CC to : Accounts/Personal file		Principal



# ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂ

yanagar Education Society ನಂ. 27/2, 33ನೇ ಅಡ್ಡರಸ್ತೆ, 2ನೇ ಮುಖ್ಯರಸ್ತೆ, 7ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು – 560070. 🕿 : 080 26649277 No. 27/2, 33<sup>rd</sup> Cross, 2<sup>rd</sup> Main Road, 7<sup>th</sup> Block, Jayanagar, Bangalore - 560070. 2 : 080 26649277

04th October 2021

Dr. Sunitha N. 92/1, Ist Main, 5th Cross, Gokuilnagar, Doddakallasandra, Bengaluru

Dear Dr. Sunitha N.

Sub: Promoted as Associated Professor in the Department of Chemistry for City Engineering College (CEC) with

We are happy to inform you that you have been appointed as Associate Professor the department of Chemistry for CITY Engineering College, Doddakallasandra, Bengaluru-560061, with the following terms and conditions:

Your date of Promotion will be 04th October 2021. Please give your acceptance to the Principal of the College and complete the formalities.

- 1. You will be on one-year probationary period, if the Performance Appraisal Committee (PAC) recommends a separate letter of appointment will be issued by the Chairman City Institutions Bangalore.
- 2. You will be paid in the AICTE Scale and other admissible allowances.
- 3. As a Associate Professor in the above said position, you need to maintain punctuality, teaching standards, discipline, professional secrecy and ethics, standard of education, dress code, personal hygiene and decorum as detailed by the
- 4. You are required to furnish a copy of AADHAR card PAN card / Passport as a proof of permanent and present address, Date of Birth, Mobile number and Email Id, also submit two passport size photos.
- 5. You are required to produce two letters of reference from the persons known to you for the last two years
- 6. You shall work on full time basis from 9A.M to 5.30P.M and should not leave the college without the written permission of the Principal during the working hours on all working days. You will follow the leave rules and holidays normally observed in CITY Institutions. You shall avail leave with prior approval as per the college rules. During the period of probation staff are permitted to avail casual leaves and declared holidays.
- 7. You are entitled for 12 days of casual leave per year, one casual leave for every completed month of service and CL can be accumulated during the calendar year, but cannot be utilized in advance for the forth coming months.
- 8. Unauthorized absence of more than 3 days continuously from attending the duties will be liable for termination of your services without notice and unauthorized absence of a day will be calculated as two days of absence for the purpose of
- 9. You cannot resign or discontinue your services within the Semester as per VTU rules. You may leave at the end of Semester by giving three months prior notice by submitting a resignation letter to the Principal of the CITY Engineering College and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of each academic year and the same should be approved by the Chairman of the Trust, the original marks eards will be returned to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the academic interests of students during the academic year and to avoid switching over from one Institution to another in the
- 10. You will be relieved within a reasonable time, if you get a Government Job/Foreign Assignment/ prolonged illness and not fit to work. (Proof of documentary evidence is required in all cases). You will also be relieved within the said academic year without notice if your services are not satisfactory and your teaching quality and administrative capabilities are not as
- 11. You will be relieved if you are not willing to accept the delegated responsibilities. If you involve in any Anti-student and anti-management activities, your services will be terminated immediately without giving any prior notice and you will

- 12. If you decide to discontinue the job on your own in the middle of the academic Year, the academic schedule and classes will get affected. Hence, you are required to give three months' notice, prior to the last working day (i.e., if the last working day of the semester is June 15<sup>th</sup> notice to be given by March 15<sup>th</sup>) or pay compulsorily pre-calculated liquidated damages to the College to an extent of three months' salary to cover the recruitment expenses, cost of advertising, conducting interviews, expert professional interviewers' fees and all other associated expenses.
- 13. Before you get relieved you have to handover the relevant documents, work related materials and payback any advance amount taken, return library books, institutional data backup, mobile phones, laptops, CDs, DVDs, Pen Drive, External Hard Disk, Software CDs, Cupboard and Drawer keys, Camera etc. to the Administrative Officer/ Trustees and submit NOC to the Principal.
- 14. You should attend college all times, if there is any work related to college examinations, submission of proposals to AICTE, VTU, NBA, NAAC etc. or work related to annual day celebrations, academic activities (conferences/ seminars/ workshop), functions or attending Principal's meetings, internal audit committees, library stock verification or any other work assigned by the Principal/Director/ Trustees/ higher officials of the institution.
- 15. Special benefits and consideration for employees:
  - a) Marriage: Employees completed two years of continuous service in teaching/non-teaching category (in any of the institutions under CITY Group of Institutions are eligible for 1-week paid leave.
  - b) Maternity leave (ML) (Applicable for female staff members): Should have put in minimum of two years of continuous service, 15 days paid leave (one week before and one week after delivery) will be granted for the first child only.
- 16. Every year members of performance appraisal committee (PAC) will review your performance, behavior, punctuality and submit a report for consideration of continuation of your services and increment. You should have put in 08 (eight) withhold or defer increment in case your services are not satisfactory and other factors affecting the institution in general, specifically finances.
- 17. Your job is transferable to any institution under Jayanagar Education Society® Associated/Collaborated Institutions in India including the new institutions proposed to be established indifferent parts of India.
- 18. If you are satisfied with the above conditions and willing to join or continue in our Institution, kindly retain the first copy of this appointment letter, sign on the second copy and return the same to the Principal of the College.

FOR JAYANAGAR EDUCATION SOCIETY (R)

Authorized Stations / Secretary

### Letter of Acceptance of the Employee

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit / surrender my original marks statements to the Trust for immediate verification by any visiting inspecting teams. I hereby declare that I have the eligibility to teach and for appointment of above post as per AICTE norms and as long as I am employed with CITY Engineering College under Jayanagar Education Society ®. I agree to keep my original certificates under their custody and will be returned upon my proper resignation and relieving from duties. I will not leave the College in the middle of the academic session and will not cause inconvenience to the students. In case of breach of understanding by me, Principal/management can take legal action against me as per the above terms and may inform the future employer and VTU.

Signature of the Employee

Name: Schilta. N Mob: 9916230188



VASANTHAPURA, BANGALORE - 560 062.

### DUTY JOINING REPORT

Chemistry

NAME: Sunifice.
ADDRESS: a) PERMANENT WITH PHONE No.  B 7. H. LYI, Darbheem Nagar, Fangalde.  b) LOCAL  No. 15, Madeshuara plaza, 60 dat Pond,  B 7. H. LYI, Jarbhuar Nagar, Gongalde.
QUALIFICATIONS: Mesc. Analytical Chemichy. L.  DATE OF BIRTH: 22   10   1140
NAME OF POST : Lectury - Chemistry
NO. & DATE OF APPOINTMENT ORDER:
SALARY & SCALE:
As per the above appointment order, I wish to report for duty today forenoon/afternoon. I have read and understood all the conditions of appointment and agree to abide by the same. I undertake not to apply work full time or part time without the written permission from the Principal
Date: 15 2 10
Counter signed by the Head of the Department
Diff Can Cu. Head of the Department
He/She is permitted to join duty on the foreneous / afternoon of 15/3/2010
CC to : Accounts/Personal file Principal



ನಂ. ೨೭/೨. ೩೩ನೇ ಅಡ್ಡರಸ್ತೆ. ೨ನೇ ಮುಖ್ಯರಸ್ತೆ. ೭ನೇ ಬಡಾವಣೆ. ಜಯನಗರ, ಬೆಂಗಳೂರು − ೫೬೦ ೦೭೦. 🕿 ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070 🕿 2664 9277

04<sup>ty</sup> February 2019

Mrs. Anu Radha U H. No. 16/6, 15<sup>th</sup> Cross, 9<sup>th</sup> Main, Mahaboobsharif Layout, Lakkasandra Ext., Adugodi post, Bengaluru-560030

Dear Anu Radha U

Sub: Appointment as an Assistant Professor in the Department of Chemistry - reg

This is to intimate you that, you have been appointed as Assistant Professor, Department of Chemistry in City Engineering College with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 24,500/- (₹ Twenty Thousand Only) per month Consolidated in the AICTE Scale inclusive of other admissible allowances.
- 3. As Assistant Professor you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti-college and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

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- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the part time lecturers remuneration, cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of July and salary payable in August of every year and one should have put in 7(seven) months service within the academic year in the institution or you, should have jointed the college on or before 1<sup>st</sup> March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam, invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12,If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes, for Jayanagara Education Society®

President / Secretary

#### **ACCEPTANCE OF THE EMPLOYEE**

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms. As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date :04 |02 | 2019

Signature of the candidate

Name : n

Anu Radual



Via Kanakapura Road, Doddakalsandra, Bangalore - 560 062. Tel : 080 26669313 / 14, Fax : 26669314

## **Duty Joining Report**

Name	: Ann Radha	U.	
Address	a) Permanent No. 1616	15 CHON	9 th Main
Mahabooh		Lakkasandsa	Ext, Adugadi por
Appointment	Bongalore \$ 56003 Contact No.:	98861494	38
y Epc	b) Local	Programme and the second of th	
our apacies es	r a submire of a company of 1900 of Act family 1918	The second of th	larte decastoring
or will be a sid to:	Contact No. :	988614943	8
Qualifications	: 18.50. Hisc. [	ph.D)	
Date of Birth	25 09 1983 Name	of Post:	profest.
No. & Date of Ap	pointment Order :	1 Fcb 2019	
Salary & Scale :	t 20.000/·	n, at the probabilities	B-W-W
understood all the co other job except throu or part time without th	onditions of appointment and agr ugh the Principal and also not to t ne written permission from the Pri	ee to abide by the same. ake up any other remune	on/ afternoon. I have read and I undertake not to apply for any erative or honorary work full time
Date: 04 02	ve so ar coeu legados 2000.	Propagate Asset	Signature
Counter Signed b	by the Head of the Departn	nent :	Head of the Department
He / She is perm	itted to join duty on the fore	enoon / afternoon of	04.2.19
generalism vale	your services reliable to the	erent to the policy of a co	
CC to : Accounts	/ Personal File		Principal



## ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ)

# Jayanagar Education Society (R)

ನಂ 27/2, 33ನೇ ಅಡ್ಡರಸ್ತೆ, 2ನೇ ಮುಖ್ಯರಸ್ತೆ, 7ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು − 560070. 🕿 : 080 26649277 No. 27/2, 33<sup>eth</sup> Cross, 2<sup>eth</sup> Main Road, 7<sup>eth</sup> Block, Jayanagar, Bangalore - 560070. 🕿 : 080 26649277

18th January 2018

Mrs. Sowmya Saraswathi Nagar, Bengaluru.

Dear Sowmya

<u>Sub</u>: Appointment as an Assistant Professor in the Department of Chemistry - reg

This is to intimate you that, you have been appointed as Assistant Professor Department of Chemistry in City Engineering College w. e. f. 18<sup>th</sup> January 2018, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid Basic 15,600 +AGP 6,000 with admissible allowances per month in the AICTE Scale
- 3. As a Assistant Professor you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti-college and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted sultably.

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- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the part time lecturers remuneration, cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of July and salary payable in August of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1st March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment. In case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its associated Institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam , invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12, If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes, for Jayanagara Education Society®

President / Secretary

### ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms . As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date : 18 01 /18



# ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ)

Joseph Dan water to Bourinday (D)



### CITY ENGINEERING COLLEGE

VASANTHAPURA, BANGALORE - 560 062.

NAME : Mr. Sous	mua - P	
ADDRESS: a) PERMANENT WITH PHONE No.	No. 15 2 18t floor, 6th nagar, Bangabore North	Cross Saraswath
b) LOCAL	U V	
	Same	
)		
QUALIFICATIONS: M. 8	Sc	
DATE OF BIRTH : 11-9	5-1989	
NAME OF POST : AM	istant Professor	
NO. & DATE OF APPOINTME	ENT ORDER : 018-1-18	
SALARY & SCALE: 29	1260 /-	
understood all the conditions of for any other job except through	rder, I wish to report for duty today forenous appointment and agree to abide by the sa the Principal and also not to take up any of mout the written permission from the Principal	me. I undertake not to apply ther remunerative or honorary
Date: 18-1-18		Signature ?
Counter signed by the Head of t	the Department	
		Head of the Department
He/She is permitted to join duty	on the forenoon / afternoon of	
		11100
act Accounts/Personal file		Principal



ನಂ.೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ತೆ, ೨ನೇ ಮುಖ್ಯ ರಸ್ತೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು-೫೬೦ ೦೭೦. ☎ ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. ☎ 2664 9277.

Dr. K. Sujatha #66, Singapore Gardens, Green Fields II Bangalore- 560 062. Dt: 01/01/2005

Dear Dr. K. Sujatha,

I am pleased to inform you that the management has approved your promotion to the post of Professor in Physics Dept. of our CITY ENGINEERING COLLEGE. Your promotion is based on your performance as Asst. Professor in the department and initiative shown in the cellege work.

1. Your post will be confirmed subject to the satisfactory completion of One year Probation compulsorily and to be confirmed by a separate letter of appointment from the Management.

2. You will be paid total emcluments of Rs.16,400/-(Rs. Sixteen Thousand Four Hundred only) per month less statutory deductions Plus DA and other allowances per month.

- 3. As Professor in Physics Dept, you need to maintain punctuality, discipline and Decorum of the College, by keeping the professional secrecy and status and will not indulge in student activities and anti college activities.
- 4. You shall work on a full-time basis between 9.00 a.m. and 5.00 p.m. from Monday to Saturday. You should not leave the department without written permission.
- 5. You shall avail leave and holidays as per the College rules. Leave is not a prerogative of the employees, unless and otherwise sanctioned by the President. Unauthorized absence of more than 4 days from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days leave for the purpose of salary calculation. Unauthorisedly absenting more than three times is liable for termination of job.
- 6. The academic year starts from October of the current year to July of the next year. You are required to work till the end of the academic year (July). If you want to discontinue from the services, you are required to give one months notice on July 1<sup>st</sup> and get yourself relieved by July 31st in any year. If you wish to continue you are required to confirm your willingness in writing by 1<sup>st</sup> of July every year and the same should be approved by the management. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid any jumping from our college to any other college in the middle of the academic year, which affects the students interest.

7. You will be relieved within the said academic year if your services are not satisfactory as per the expected standards of the college and if you involve in any anti-student and anti-management activities or if you get a Government job (proof required)

- 8. If you decide to discontinue the job on your own during the academic year (October to July) the academic schedule gets disturbed and consequently students studies will be affected, as the sole objective of the College is to provide quality education. You are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of an amount equivalent to 6 months salary drawn by you Rs. 50,000/-
- 9. Your job is transferable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and institutions proposed to be started at different parts of India.
- 10. Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the University or Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned
- 11. If you are satisfied with the above conditions and willing to join our college please retain the first copy of this Appointment letter and append your signature on the second

With best wishes,

Yours sincerely,

Principal. City Engineering College.

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original Marks Statements to the Management, I also declare that I have the eligibility to teach as per UGC or/and AICTE norms and as long as I am in employment with Jayana, ir Education Society, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer.

h. Swalta Signature of the candidate:

Date: 01 01 2005



Via Kanakapura Road, Doddakalsandra, Bangalore - 560 062. Tel: 080 26669313 / 14, Fax: 26669314

### **Duty Joining Report**

.0	Dall and Annual	
Name :	DYK-SUJATHA	
Address :	a) Permanent # 66 Singa fore have GF-II Gubbalola gate, Dodo Bangalere 62,	lens la Kalla Scirda
3	Contact No.: 93 425 16201	
	b) Local	
	Contact No.:	
Qualifications :	M.SG Ph.D	
Date of Birth :	21-06.1963 Name of Post: ASSt. Profe	HOS HOD
No. & Date of App	pointment Order :	
Salary & Scale : _	12000/ + allowarnes	
understood all the cor	pointment order, I wish to report for duty today forenoon/ afternoon nditions of appointment and agree to abide by the same. I undertake ugh the Principal and also not to take up any other remunerative or house the principal state of the Principal stat	
or part time without the	ne written permission from the Principal.	lenjatha.
Date: 10/3	2004	Signature
	by the Head of the Department :	
		f the Department
He / She is permi	itted to join duty on the forenoon / afternoon of	
		1
CC to : Accounts	s / Personal File	Principal



ನಂ.೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ತೆ, ೨ನೇ ಮುಖ್ಯ ರಸ್ತೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು-೫೬೦ ೦೭೦. 🕿 ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore 560 070. 🕿 2664 9277.

Mrs. Nagashree .G #1342, 10<sup>th</sup> Main , 7<sup>th</sup> cross, 3<sup>rd</sup> stage R.R. Nagar , Bangalore-98

15-3-2010

Dear Nagashree .G.

Sub: Appointment as Lecturer in the Department of Physics .

This is to intimate you that, you have been appointed as Lecturer in Department of Physics in City Engineering College, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of Rs.10,000/- ( Rs. Ten Thousand Only ) per month Consolidated in the AICTE Scale of Rs.8,000 and other admissible allowances.
- 3. As an Lecturer in the above said department you need to maintain punctuality, teaching standards , discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9A.M. to 5 P.M. on all working days. You shall avail leave and holidays from attending the duties will be liable for termination of your services and unauthorised absence of a day will be times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary should confirm in writing at the beginning of the each academic year and the same should be approved by the Society resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any any prior notice and you will be prosecuted suitably.

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7.If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one-month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the part time lecturers remuneration, cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.

8. For calculation of increment, which is due from the month of October and salary payable in November of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1<sup>st</sup> March. Increment will be paid for every completed year of service in our college; subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.

9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its associated institution India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.

10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam, invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.

11. Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.

12,If you are satisfied with the above conditions and willing to join our college, please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes,

for Javanagara Education Society®

President i Secretary

ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms. As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future

Date: 15/3/2010

Signature of the candidate
Name: Nagosaee G

VASANTHAPURA, BANGALORE - 560 062.

CC to . Accounts/Personal file

### **DUTY JOINING REPORT**

NAME : NAGASREE G 973 9197 282
ADDRESS: a) PERMANENT #1342, 10th Man, 7th cross
b) LOCAL  39d Slage, P.P. Nogos, Baugalde-98
Some
QUALIFICATIONS:MSc (PHYSICS)
DATE OF BIRTH : 10 0 5 1984
NAME OF POST : Lecturos - physics
NO. & DATE OF APPOINTMENT ORDER :
SALARY & SCALE :
As per the above appointment order, I wish to report for duty today forenoon/afternoon. I have read and understood all the conditions of appointment and agree to abide by the same. I undertake not to apply for any other job except through the Principal and also not to take up any other remunerative or honorary work full time or part time without the written permission from the Principal
Date: 15/03/2010 Nogasace: 9 Signature
Counter signed by the Head of the Department
Khufasha Head of the Department
He/She is permitted to join duty on the forenoon / afternoon of
Saty S.

Principal



# ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ)

## Jayanagar Education Society (R)

ನಂ. 27/2, 33ನೇ ಅಡ್ಡರಸ್ತೆ, 2ನೇ ಮುಖ್ಯರಸ್ತೆ, 7ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು – 560070. ☎ : 080 26649277 No. 27/2, 33<sup>d</sup> Cross, 2<sup>d</sup> Main Road, 7<sup>h</sup> Block, Jayanagar, Bangalore - 560070. ☎ : 080 26649277

01st February 2022

Mr. Nagendra Prasad B. K. #61, 23<sup>RD</sup> Main, 3<sup>rd</sup> Cross, Marenhalli, J. P. Nagar 2<sup>nd</sup> Phase, Bengaluru-560078

Dear Nagendra Prasad B K

Sub: Appointment as Assistant Professor in the department of Physics for City Engineering College (CEC) with effect from 01/02/2022

This is to inform you that you have been appointed as Assistant Professor the department of Physics for CITY Engineering College, Doddakallasandra, Bengaluru-560061, with the following terms and conditions:

Your date of appointment will be First February 2022. Please give joining report to the Principal of the College and complete the joining formalities.

- 1. You will be on one-year probationary period, if the Performance Appraisal Committee (PAC) recommends a separate letter of appointment will be issued by the Chairman City Institutions Bangalore.
- 2. You will be paid in the AICTE Scale of ₹27,880/- and other admissible allowances.
- 3. As a Assistant Professor in the above said position, you need to maintain punctuality, teaching standards, discipline, professional secrecy and ethics, standard of education, dress code, personal hygiene and decorum as detailed by the institution.
- 4. You are required to furnish a copy of AADHAR card PAN card / Passport as a proof of permanent and present address, Date of Birth, Mobile number and Email Id, also submit two passport size photos.
- 5. You are required to produce two letters of reference from the persons known to you for the last two years
- 6. You shall work on full time basis from 9A.M to 5.30P.M and should not leave the college without the written permission of the Principal during the working hours on all working days. You will follow the leave rules and holidays normally observed in CITY Institutions. You shall avail leave with prior approval as per the college rules. During the period of probation staff are permitted to avail casual leaves and declared holidays.
- 7. You are entitled for 12 days of casual leave per year, one casual leave for every completed month of service and CL can be accumulated during the calendar year, but cannot be utilized in advance for the forth coming months.
- 8. Unauthorized absence of more than 3 days continuously from attending the duties will be liable for termination of your services without notice and unauthorized absence of a day will be calculated as two days of absence for the purpose of salary calculation.
- 9. You cannot resign or discontinue your services within the Semester as per VTU rules. You may leave at the end of Semester by giving three months prior notice by submitting a resignation letter to the Principal of the CITY Engineering College and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of each academic year and the same should be approved by the Chairman of the Trust, the original marks cards beginning of each academic year and the same should be approved by the Chairman of the Trust, the original marks cards beginning of each academic year and the same should be approved by the Chairman of the Trust, the original marks cards beginning of each academic year and the same should be approved by the Chairman of the Trust, the original marks cards beginning of each academic year and to avoid switching over from one Institution to another in the academic interests of students during the academic year and to avoid switching over from one Institution to another in the middle of the Academic Year.
- 10. You will be relieved within a reasonable time, if you get a Government Job/Foreign Assignment/ prolonged illness and not fit to work. (Proof of documentary evidence is required in all cases). You will also be relieved within the said academic not fit to work. (Proof of documentary evidence is required in all cases). You will also be relieved within the said academic year without notice if your services are not satisfactory and your teaching quality and administrative capabilities are not as per the expected quality standards of the College.
- 11. You will be relieved if you are not willing to accept the delegated responsibilities. If you involve in any Anti-student and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

- 12. If you decide to discontinue the job on your own in the middle of the academic Year, the academic schedule and classes will get affected. Hence, you are required to give three months' notice, prior to the last working day (i.e., if the last working day of the semester is June 15<sup>th</sup>, notice to be given by March 15<sup>th</sup>) or pay compulsorily pre-calculated liquidated damages to the College to an extent of three months' salary to cover the recruitment expenses, cost of advertising, conducting interviews, expert professional interviewers' fees and all other associated expenses.
- 13. Before you get relieved you have to handover the relevant documents, work related materials and payback any advance amount taken, return library books, institutional data backup, mobile phones, laptops, CDs, DVDs, Pen Drive, External Hard Disk, Software CDs, Cupboard and Drawer keys, Camera etc. to the Administrative Officer/ Trustees and submit NOC to the Principal.
- 14. You should attend college all times, if there is any work related to college examinations, submission of proposals to AICTE, VTU, NBA, NAAC etc. or work related to annual day celebrations, academic activities (conferences/ seminars/ workshop), functions or attending Principal's meetings, internal audit committees, library stock verification or any other work assigned by the Principal/Director/ Trustees/ higher officials of the institution.
- 15. Special benefits and consideration for employees:
  - a) Marriage: Employees completed two years of continuous service in teaching/non-teaching category (in any of the institutions under CITY Group of Institutions are eligible for 1-week paid leave.
  - b) Maternity leave (ML) (Applicable for female staff members): Should have put in minimum of two years of continuous service, 15 days paid leave (one week before and one week after delivery) will be granted for the first child only.
- 16. Every year members of performance appraisal committee (PAC) will review your performance, behavior, punctuality and submit a report for consideration of continuation of your services and increment. You should have put in 08 (eight) months of continuous service before June of the year to be eligible for increment. However, Trust will have the right to withhold or defer increment in case your services are not satisfactory and other factors affecting the institution in general, specifically finances.
- 17. Your job is transferable to any institution under Jayanagar Education Society® Associated/Collaborated Institutions in India including the new institutions proposed to be established indifferent parts of India.
- 18. If you are satisfied with the above conditions and willing to join or continue in our Institution, kindly retain the first copy of this appointment letter, sign on the second copy and return the same to the Principal of the College.

For Jayanagar Education Society (R)

K.R. Paramahamsa Authorized Signatory

### Letter of Acceptance of the Employee

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit / surrender my original marks statements to the Trust for immediate verification by any visiting inspecting teams. I hereby declare that I have the eligibility to teach and for appointment of above post as per AICTE norms and as long as I am employed with CITY Engineering College under Jayanagar Education Society ®. I agree to keep my original certificates under their custody and will be returned upon my proper resignation and relieving from duties. I will not leave the College in the middle of the academic session and will not cause inconvenience to the students. In case of breach of understanding by me, Principal/management can take legal action against me as per the above terms and may inform the future employer and VTU.

Signature of the Employee

Name

Mob:



CC to : Accounts / Personal File

## CITY ENGINEERING COLLEGE

JAYANAGAR EDUCATION SOCIETY (R)

Doddakallasandra, Off. Kanakapura Road, Bangalore - 560 061.

1	DUTY JOINING REPORT	053
NAME : Mr. N	agendra Prasad	. B. K
ADDRESS : a) PERMANENT	1 61, 23rd Moun 3	zodcrop.
WITH PHONE No.	Morenahalle, JP Nag	ar, 2rd plase - 78
b) LOCAL		
QUALIFICATIONS : BS	30/MSC/Ph.DCP	urkeing)
	02/1995	
	t. Parofessor	
	ENT ORDER : 01/02/2022	
SALARY & SCALE : 27,8	386	
As per the above appointment o	rder. I wish to report for duty today foren appointment and agree to abide by the the Principal and also not to take up any	
Date: 01/02/2012		Signature
Counter signed by the Head of	of the Department	
		Head of the Department
us/sha is permitted to join du	uty on the forenoon / afternoon of	1-2-2-2
He/Otte is bettimes to Jenses		The state of the s
		Principal



### ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ) Jayanagar Education Society (R)

ನಂ.೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ತೆ, ೨ನೇ ಮುಖ್ಯ ರಸ್ತೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು-೫೬೦ ೦೭೦. 🕿 ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main-Road, 7th Block, Jayanagar, Bangalore - 560 070. 🕿 2664 9277.

Date: 01/05/2006

Mrs. Jyothi P #, 159, 2<sup>nd</sup> Cross, Old Bank Colony, Konanakunte Bangalore – 560 078.

Dear Jyothi P

I am pleased to inform you that the management has approved your promotion to the post of Assistant Professor in Mathematics. Your promotion is based on your performance as Lecturer in the department and initiative shown in the college work.

1. Your appointment is subject to the satisfactory completion of one - year Probationary period.

2. You will be paid Salary in the scale of Rs. 12 000'-420-18300+DA and other allowances per month.

3. As Lecturer in Mathematics Department, you need to maintain punctuality, discipline and Decorum of the College, by keeping the professional secrecy and status and will not

indulge in student activities and anti college activities.
4. You shall work on a full-time basis between 9.00 a.m. and 5.00 p.m. from Monday to Saturday. You should not leave the department without written permission.

5. You shall avail leave and holidays as per the College rules. Leave is not a prerogative of the employees, unless and otherwise sanctioned by the President. Unauthorized absence of more than 4 days from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days leave for the purpose of salary calculation. Unauthorisedly absenting more than three times is liable for termination of job.

6. The academic year starts from October of the current year to July of the next year. Von are required to work till the end of the academic year (July). If you want to discontinue from the services, you are required to give one months notice on July 1st and get yourself relieved by July 31st in any year. If you wish to continue you are required to confirm your willingness in writing by 1st of July the management should approve every year and the same. The condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid any jumping from our college to any other college in the middle of the academic year, which affects the students interests.

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7. You will be relieved within the said academic year if your services are not satisfactory as per the expected standards of the college and if you involve in any anti-student and anti-

management activities or if you get a Government job (proof required)

8. If you decide to discontinue the job on your own during the academic year (October to July) the academic schedule gets disturbed and consequently students studies will be affected, as the sole objective of the College is to provide quality education. You are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of an amount equivalent to 6 months salary drawn by you Rs. 50,000/- whichever is less.

9. Your job is transferable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and institutions

proposed to be started at different parts of India.

10. Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the University or Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you after you dissociates with the college.

11. If you are satisfied with the above conditions and willing to join our college please retain the first copy of this Appointment letter and append your signature on the second copy and return the same.

With best wishes.

Yours sincerely,

City Engineering College,

are then totally another, and a total to be could be greater to be a contract of the total of the total of I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original Marks Statements to the Management, I also declare that I have the eligibility to teach as per UGC or/and AICTE norms and as long as I am in employment with Jayanagar Education Society, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer.

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Signature of the candidate:

Date: 1.05.06



VASANTHAPURA, BANGALORE - 560 062.

# DUTY JOINING REPORT

NAME : TYOUR P	
ADDRESS: a) PERMANENT WITH PHONE No.	Tyothe post of the same of the
b) LOCAL	Monanakunte. Bangatore. Phone no 26 32 18 94
	mahilene 9544263533
NAME OF POST  NO. & DATE OF APPOINTMENT  SALARY & SCALE:  As per the above appointment order, understood all the conditions of appointment order, and other ich experience.	I wish to report for duty today forenoon/afternoon. I have read a printment and arrange to a large
work full time or part time without the Date:	pintment and agree to abide by the same. I undertake not to apply the written permission from the Principal
Counter signed by the Head of the De	Signature
	Hand and
He/She is permitted to join duty on the	forenoon / afternoon of 01-09-3904
CC to : Accounts/Personal file	Principal



# ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ)

# Jayanagar Education Society (R)

ನಂ 27/2, 33ನೇ ಅಡ್ಡರಸ್ತೆ, 2ನೇ ಮುಖ್ಯರಸ್ತೆ, 7ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು – 560070 🕿 080 26649 . No 27/2, 33<sup>e</sup> Cross, 2<sup>ee</sup> Main Road, 7<sup>ee</sup> Block, Jayanagar, Bangalore - 560070 🕿 080 2664927

26th December 2019

Mrs. Vanitha G R Doddakallasandra, Bengaluru-560062

Dear Vanitha G R \*

<u>Sub</u>: Appointment as an Assistant Professor in the Department of Mathematics - reg

This is to intimate you that, you have been appointed as Assistant Professor Department of Mathematics in City Engineering College w. e. f.  $02^{nd}$  January 2020, with the following terms and

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 23,100/- per month in the AICTE Scale
- 3. As a Assistant Professor you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the énd of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society proper notice of resignation. This condition is laid down only to safeguard the Academic interests of College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti-any prior notice and you will be prosecuted suitably.

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- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the part time lecturers remuneration, cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of July and salary payable in August of every year and one should have put in 7(seven) months service within the academic year in the institution or you ... should have jointed the college on or before 1st March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its associated Institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam , invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12,If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes. for Jayanagara Education Society®

President / Secretary

### ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms . As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date:

Signature of the candidate Name:



VASANTHAPURA, BANGALORE - 560 062.

### **DUTY JOINING REPORT**

NAME : VANITHA.G.R.	The state of the s
ADDRESS: a) PERMANENT Vanilta . C.R. W	v/othejomuriky: Rulhuparna"
WINCHT VONIBORS	who Their country
Appara Buildic	ng", Kuvempunagar zamaia
yodda Kallahan	dra, Banĝalore.
QUALIFICATIONS: MSc, BEd	
DATE OF BIRTH : 11/09/1982	1000
NAME OF POST : ASSE. Professor	
NO. & DATE OF APPOINTMENT ORDER:	
SALARY & SCALE:	
As per the above appointment order, I wish to report for dunderstood all the conditions of appointment and agree to for any other job except through the Principal and also not work full time or part time without the written permission	abide by the same. I undertake not to apply
Date: 41/08/2014	· HaR
Date: 41/08/2014	Signature
Counter signed by the Head of the Department	
	Typhi
	Head of the Department
He/She is permitted to join duty on the forenoon / afternoon	on of
the made	
CC to : Accounts/Personal file	Korjáthe



## ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ) Jayanagar Education Society (R)

ನಂ. ೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ತೆ, ೨ನೇ ಮುಖ್ಯರಸ್ತೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು – ೫೬೦ ೦೭೦, 🕿 ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. 🕿 2664 9277

11th August 2014

Mrs. Gayathri Annasagaram #17/1, 12th Main Road, K. P. Agrahara, Magadi Road, Bengaluru-560023

Dear Mrs. Gayathri Annasagaram

sub: Appointment as an Assistant Professor in the Department of Mathematics.

This is to intimate you that, you have been appointed as Assistant Professor Department of Mathematics in City Engineering College, with the following terms and conditions.

1.Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.

- 2. You will be paid total emoluments of ₹ 18,000/- per month in the AICTE Scale
- 3. As an Assistant Professor in the above said department you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti-college and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

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9. Your job is transferrable to any of the institutions under Jayanagar Education Society or including the new Institutions and Institutions proposed. 9. Your job is transferrable to any of the institutions and Institutions and Institutions proposed to associated institutions in India or abroad including the new Institutions and Institutions proposed to

- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or 10.If you involve in any malpractice i.e., conduct and or valuation work or valuation favouring in giving attendance to students or not accepting VTU exam, invigilation work or valuation favouring in giving attendance to students or not accepting VTU and College. You will be terminated favouring in giving attendance to students or not accepting to VTU and College. You will be terminated without of answer scripts, or any other matters relating to VTU and College. You will be terminated without without or not by the college. further notice. Any penalty levied by the VTU should be paid you only and not by the college,
- 11. Before reporting to the duty you should deposit all original certificates and testimonials with the 11. Before reporting to the duty you should deposit an original state of the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12,If you are satisfied with the above conditions and willing to join our college, please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes, for Jayanagara Education Society®

President / Secretary

ACCEPTANCE OF THE EMPLOYEE I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms . As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future

Date: 11th August 2014

Signature of the candidate

VASANTHAPURA, BANGALORE - 560 062.

# **DUTY JOINING REPORT**

ADDRESS: a) PERMANEL ANNAS AGA RAM	
ADDRESS: a) PERMANENT No 30/4, II Ploot, Jyothy Ac	
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b) LOCAL No 2014 To P.	quatic Centre
h) too.	D 1000 70 1
I Floor T H A	
Ris Cross , Tyothy Layout , Yelchenahall	
Kanakpura Road, B'lore 18	
QUALIFICATIONS: MSc., B.Ed	
DATE OF BIRTH : 24-12-1987	×
NAME OF POST . O	
NAME OF POST : Assistant Professor	3
NO. & DATE OF APPOINTMENT ORDER:	
SALARY & SCALE:	
As per the above appointment order, I wish to report for duty today forenoon/afternoon.  understood all the conditions of appointment and agree to abide by the same. I undert for any other job except through the Principal and also not to take up any other remunera- work full time or part time without the written permission from the Principal	. I have read and ake not to apply ative or honorary
	1
Date: 16/8/2014	Signature
Counter signed by the Head of the Department	1 Section Conference of the
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	f the Department
He/She is permitted to join duty on the forenoon / afternoon of	
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CC to : Accounts/Personal file	Principal



# Jayanagar Education Society (R)

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10th January 2018

Mrs. Kalavathi Vijayanagar, Bengaluru.

Dear Kalavathi

Sub: Appointment as an Assistant Professor in the Department of Mathematics - reg

This is to intimate you that, you have been appointed as Assistant Professor Department of Mathematics in City Engineering College w. e. f. 10th January 2018, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid Basic 15,600 +AGP 6,000 with admissible allowances per month in the AICTE Scale
- 3. As a Assistant Professor you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anticollege and anti management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably. .....2

- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the part time lecturers remuneration, cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of July and salary payable in August of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1st March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.
- 9. Your job is transferrable to any of the Institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam, invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- and the second s 11. Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12, If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes, for Jayanagara Education Society®

President / Secretary

### ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms . As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date : 10 [1]18

Signature of the candidate Name: Kalavati



VASANTHAPURA, BANGALORE - 560 062.

## **DUTY JOINING REPORT**

NAME : Mrs. Kalo ADDRESS: a) PERMANENT WITH PHONE No.	rvathi #6, Mudholkan hc park, Dhan	Compound, Dhoward
b) LOCAL	Sance	
3		
QUALIFICATIONS :	ic	
DATE OF BIRTH : 30 -	stant Professor	
NO. & DATE OF APPOINTM	ENT ORDER: 10-1-2	0018
SALARY & SCALE:	000	ov forenoon/afternoon. I have read and
understood all the conditions of	rder, I wish to report for duty todal appointment and agree to abide the Principal and also not to take nout the written permission from	by the same. I undertake not to apply up any other remunerative or honorary the Principal
Date: 10-1-18		Prime l Signature
Counter signed by the Head of	the Department	Typetro
		Head of the Department
He/She is permitted to join du	ty on the forenoon / afternoon of	f
		Principal
CC to : Accounts/Personal file		~ Tilleipai



## ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ)

# Jayanagar Education Society (R)

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12th January 2018

Mrs. Ganapriya Bengaluru.

Dear Ganapriya

Sub: Appointment as an Assistant Professor in the Department of Mathematics - reg

This is to intimate you that, you have been appointed as Assistant Professor Department of Mathematics in City Engineering College w. e. f. 12<sup>th</sup> January 2018, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President' / Secretary of Jayanagara Education Society®.
- 2. You will be paid Basic 15,600 +AGP 6,000 with admissible allowances per month in the AICTE Scale
- 3. As a Assistant Professor you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti-college and anti management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

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7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student about your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college will got affected, as the sole objective to either side i.e. 30 provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the part time lecturers remuneration. Cost of advertising the college to an extent of Rs.50,000/- to cover the part time lecturers remuneration. time lecturers remuneration, cost of advertising, conducting Interviews, experts professional fees and all

- 8. For calculation of increment, which is due from the month of July and salary payable in August of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1st March. Increment will be paid for every completed year of service in our college on or before 1st March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at
- 10.If you involve in any malpractice i.e., conduct and evaluation of Internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam , invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12, If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes, for Jayanagara Education Society®

President / Secretary

### **ACCEPTANCE OF THE EMPLOYEE**

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms . As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date : 12/01/18





CC to: Accounts/Personal file

## CITY ENGINEERING COLLEGE

VASANTHAPURA, BANGALORE - 560 062.

### **DUTY JOINING REPORT**

NAME: Mrs. Ganapriya. H.P	
ADDRESS: a) PERMANENT #156/1, Havalakatta, + WITH PHONE No. Havan, Arasi kere, Frans	Paralakatte
Havan, Drasi kere, Fran	rataka 573117
b) LOCAL Same	
QUALIFICATIONS: M. Sc	
DATE OF BIRTH: 15-7-1989	
NAME OF POST : Assistant Professor	
NO. & DATE OF APPOINTMENT ORDER: 12-1-2018	
SALARY & SCALE: 28 66 0	
As per the above appointment order, I wish to report for duty today forenoon understood all the conditions of appointment and agree to abide by the same for any other job except through the Principal and also not to take up any other work full time or part time without the written permission from the Principal and also not to take up any other work full time or part time without the written permission from the Principal and also not to take up any other work full time or part time without the written permission from the Principal and also not to take up any other work full time or part time without the written permission from the Principal and also not to take up any other work full time or part time without the written permission from the Principal and also not to take up any other work full time or part time without the written permission from the Principal and also not to take up any other work full time or part time without the written permission from the Principal and also not to take up any other work full time or part time without the written permission from the Principal and also not to take up any other work full time or part time without the written permission from the Principal and also not to take up any other work full time or part time without the written permission from the Principal and th	e. I undertake not to apply er remunerative or honorary
	Cara produ
Date: 12-1-2018	Signature.
Counter signed by the Head of the Department	
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	Head of the Department
He/She is permitted to join duty on the forenoon / afternoon of	
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	n & N

Principal



# ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ) Jayanagar Education Society (R)

ನಂ.೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ತೆ, ೨ನೇ ಮುಖ್ಯ ರಸ್ತೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು-೫೬೦ ೦೭೦. 🕿 ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. 2 2664 9277.

16th April 2018

Mrs. Reena Patro O-4, CPWD Quarters, Vijayanagar, Bengaluru.

Dear Mrs. Reena Patro

<u>Sub</u>: Appointment as an Assistant Professor in the Department of Mathematics- reg

his is to intimate you that, you have been appointed as Assistant Professor, Department of athematics in City Engineering College with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 21,000/- (₹ Twenty One Thousand Only) per month Consolidated in the AICTE Scale inclusive of other admissible allowances.
- 3. As Assistant Professor you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
  - 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti- college and antimanagement activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and carried disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the part time lecturers remuneration, cost of advertising, conducting Interviews, experts professional fees and all other associated other associated expenses.

8. For calculation of increment, which is due from the month of July and salary payable in August of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1st March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services In Jayanagar Education Society institutions.

9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its association Institutions in India or abroad including the new Institutions and Institutions proposed to be started different parts of India.

Children in markets from 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam, invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.

11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.

12, If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes, for Jayanagara Education Society®

President / Secretary

### ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms . As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date: 15/3/2018

Signature of the candidate Name: Piena Majea



Via Kanakapura Road, Doddakalsandra, Bangalore - 560 062. Tel : 080 26669313 / 14, Fax : 26669314

## **Duty Joining Report**

Name	: Reena Palio Majec.	
Address		colony
No part of	: a) Permanent Rean 47 - German Nagar Old Khaira Road, Nazafgarh,	west Belli.
	Contact No.: 7899972416	A section of Asia
	b) Local	
	Contact No. :	
Qualifications	: 85c, Msc : 10 5  1976 Name of Post:	The second second
Date of Birth	: 10 5 1976 Name of Post :	The state of the s
	Appointment Order: 15 3 2018	
	e:	
understood all the other job except to	e appointment order, I wish to report for duty today forenoon/ e conditions of appointment and agree to abide by the same. I ur hrough the Principal and also not to take up any other remunerati ut the written permission from the Principal.	ndertake not to apply for any
Date: 15/63	18	Signature
Counter Signe	ed by the Head of the Department :	( di
		lead of the Department
He / She is pe	ermitted to join duty on the forenoon / afternoon of,	1,000
		MC N
CC to : Accou	nts / Personal File	Principal



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Jayanagar Education Society (R)

ನಂ. 27/2, 33ನೇ ಅಡ್ಡರಸ್ತೆ, 2ನೇ ಮುಖ್ಯರಸ್ತೆ, 7ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು – 560070. 🕿 : 080 26649277 No. 27/2, 33<sup>rd</sup> Cross, 2<sup>nd</sup> Main Road. 7<sup>th</sup> Block, Jayanagar, Bangalore - 560070. ☎: 080 26649277

01st July 2022

Dr. S. Venkateswaran F3, Apex Homes. 1st Main, 3rd Cross, Manjunatha Nagar Chikkalasandra, Bengaluru-560061

Dear Dr. S. Venkateswaran

Sub: Appointment as Professor in the department of Humanities & Science for City Engineering College (CEC) with

This is to inform you that you have been appointed as Professor the department of Humanities & Science for CITY Engineering College, Doddakallasandra, Bengaluru-560061, with the following terms and conditions:

Your date of appointment will be First July 2022. Please give joining report to the Principal of the College and complete the joining formalities.

- 1. You will be on one-year probationary period, if the Performance Appraisal Committee (PAC) recommends a separate letter of appointment will be issued by the Chairman City Institutions Bangalore.
- 2. You will be paid in the AICTE Scale of ₹30,000/- and other admissible allowances.
- 3. As a Professor in the above said position, you need to maintain punctuality, teaching standards, discipline, professional secrecy and ethics, standard of education, dress code, personal hygiene and decorum as detailed by the institution.
- 4. You are required to furnish a copy of AADHAR card PAN card / Passport as a proof of permanent and present address, Date of Birth, Mobile number and Email Id, also submit two passport size photos.
- 5. You are required to produce two letters of reference from the persons known to you for the last two years
- 6. You shall work on full time basis from 9A.M to 5.30P.M and should not leave the college without the written permission of the Principal during the working hours on all working days. You will follow the leave rules and holidays normally observed in CITY Institutions. You shall avail leave with prior approval as per the college rules. During the period of probation staff are permitted to avail casual leaves and declared holidays.
- 7. You are entitled for 12 days of casual leave per year, one casual leave for every completed month of service and CL can be accumulated during the calendar year, but cannot be utilized in advance for the forth coming months.
- 8. Unauthorized absence of more than 3 days continuously from attending the duties will be liable for termination of your services without notice and unauthorized absence of a day will be calculated as two days of absence for the purpose of salary calculation.
- 9. You cannot resign or discontinue your services within the Semester as per VTU rules. You may leave at the end of Semester by giving three months prior notice by submitting a resignation letter to the Principal of the CITY Engineering College and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of each academic year and the same should be approved by the Chairman of the Trust, the original marks cards will be returned to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the academic interests of students during the academic year and to avoid switching over from one Institution to another in the middle of the Academic Year.
- 10. You will be relieved within a reasonable time, if you get a Government Job/Foreign Assignment/ prolonged illness and not fit to work. (Proof of documentary evidence is required in all cases). You will also be relieved within the said academic year without notice if your services are not satisfactory and your teaching quality and administrative capabilities are not as per the expected quality standards of the College.
- 11. You will be relieved if you are not willing to accept the delegated responsibilities. If you involve in any Anti-student and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

- 12. If you decide to discontinue the job on your own in the middle of the academic Year, the academic schedule and classes will get affected. Hence, you are required to give three months' notice, prior to the last working day (i.e., if the last working day of the semester is June 15<sup>th</sup> notice to be given by March 15<sup>th</sup>) or pay compulsorily pre-calculated liquidated damages to the College to an extent of three months' salary to cover the recruitment expenses, cost of advertising, conducting interviews, expert professional interviewers' fees and all other associated expenses.
- 13. Before you get relieved you have to handover the relevant documents, work related materials and payback any advance amount taken, return library books, institutional data backup, mobile phones, laptops, CDs, DVDs, Pen Drive, External Hard Disk, Software CDs, Cupboard and Drawer keys, Camera etc. to the Administrative Officer/ Trustees and submit NOC to the Principal.
- 14. You should attend college all times, if there is any work related to college examinations, submission of proposals to AICTE, VTU, NBA, NAAC etc. or work related to annual day celebrations, academic activities (conferences/ seminars/ workshop), functions or attending Principal's meetings, Internal audit committees, library stock verification or any other work assigned by the Principal/Director/ Trustees/ higher officials of the institution.
- 15. Special benefits and consideration for employees:
  - a) Marriage: Employees completed two years of continuous service in teaching/non-teaching category (in any of the institutions under CITY Group of Institutions are eligible for 1-week pald leave.
  - Maternity leave (ML) (Applicable for female staff members): Should have put in minimum of two years of continuous service, 15 days paid leave (one week before and one week after delivery) will be granted for the first
- 16. Every year members of performance appraisal committee (PAC) will review your performance, behavior, punctuality and submit a report for consideration of continuation of your services and increment. You should have put in 08 (eight) months of continuous service before June of the year to be eligible for increment. However, Trust will have the right to withhold or defer increment in case your services are not satisfactory and other factors affecting the institution in general, specifically finances.
- 17. Your job is transferable to any institution under Jayanagar Education Society® Associated/Collaborated Institutions in India including the new institutions proposed to be established indifferent parts of India.
- 18. If you are satisfied with the above conditions and willing to join or continue in our Institution, kindly retain the first copy of this appointment letter, sign on the second copy and return the same to the Principal of the College.

For JAYAN ATION SOCIETY (R)

Authorized Signatur Secretary

### Letter of Acceptance of the Employee

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit / surrender my original marks statements to the Trust for immediate verification by any visiting inspecting teams. I hereby declare that I have the eligibility to teach and for appointment of above post as per AICTE norms and as long as I am employed with CITY Engineering College under Jayanagar Education Society ®. I agree to keep my original certificates under their custody and will be returned upon my proper resignation and relieving from duties. I will not leave the College in the middle of the academic session and will not cause inconvenience to the students. In case of breach of understanding by me, Principal/management can take legal action against me as per the above terms and may inform the future employer and VTU.

5 Ventalimona Signature of the Employee

Name: Mob:



JAYANAGAR EDUCATION SOCIETY (R)

Doddakallasandra, Off. Kanakapura Road, Bangalore - 560 061.

### **DUTY JOINING REPORT**

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1	<b>D0</b> 11.00	1
NAME : S. VEN	OKATESMARAN	
ADDRESS: a) PERMANEN' WITH PHONE No.	T F3, Apres Homen. Any worth any ar, che home H6. LIC day Mt.	1tt Mani, 3 ob was cholla salva.
b) LOCAL	Hb. LIC Lay Mil.	Creytovenha Loyant
	Byanafalya, Boy	lue
	- A(\)(\)(\)	NC NTC
QUALIFICATIONS : M.Q.	M. Phil, Mad; Ph.D	/ / / / / / / / / / / / / / / / / / / /
DATE OF BIRTH :	06.1917	
NAME OF POST :	essor	
NO. & DATE OF APPOINTME	ENT ORDER :	
SALARY & SCALE :		
understood all the conditions of	der. I wish to report for duty today fo appointment and agree to abide by the the Principal and also not to take up a en permission from the Principal.	ne same. I undertake not to apply
		S. Venkatown
Date: 02   07   2022		Signature
Counter signed by the Head of	the Department	
		Head of the Department
He/She is permitted to join duty	on the forenoon / afternoon of	2-7-22
		Ol Land
CC to : Accounts / Personal File	е	Principal



## ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ) Jayanagar Education Society (R)

ನಂ. ೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ತೆ, ೨ನೇ ಮುಖ್ಯರಸ್ತೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು – ೫೬೦ ೦೭೦. 🕿 ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. 🛣 2664 9277

22<sup>nd</sup> October 2011

Mr. K. Satish Hande #230 'Sri. Raama, Vittalnagar, HBCS, ISRO Layout, Bangalore-560078

Dear Mr. K. Satish Hande

<u>Subject</u>: Appointment as an Assistant Professor in the Department of Humanities and Science - reg

This is to intimate you that, you have been appointed as Assistant Professor Department of Humanities and Science in Basic Science of City Engineering College with effect from 22/10/2011, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 20,000/- per month in the AICTE Scale
- As Assistant Professor in the above said department you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti- college and anti management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the part time lecturers remuneration, cost of advertising, conducting Interviews, experts professional fees and all
- 8. For calculation of increment, which is due from the month of July and salary payable in August of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1st March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services
- 9. Your job is transferrable to any of the Institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam , invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12,If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes, for Jayanagara Education Society®

President / Secretary

### ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms . As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Signature of the candidate

Name:



Via Kanakapura Road, Doddakalsandra, Bangalore - 560 062. Tel: 080 26669313 / 14, Fax: 26669314

# **Duty Joining Report**

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Name : K	SATTISH HAN	DE SECTION PROPERTY.
Address : a) Pen	manent No. 230 "Sha	i Raama"
	T240 114001	BANGALORE-560078
Contac	1 No.: 080 2666 2145	5
b) Loca	(	
Contact	No. :	
	om. Lh.B.	
Date of Birth :19-0	8-1951 Name of Post : A	sst. Proflessor
No. & Date of Appointmen	t Order :	70
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understood all the appointment	order, I wish to report for duty toda	y forenoon/ afternoon. I have read and ne same. I undertake not to apply for any r remunerative or honorary work full time
Date: 22/10/2011		ر د ما
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Counter Signed by the Hea	d of the Department :	
		Twitte
		Head of the Department
le / She is permitted to join	duty on the forenoon / afterno	oon of
C to : Accounts / Personal	File	Maj



### ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ)

### Jayanagar Education Society (R)

ನಂ 27/2, 33ನೇ ಅಡ್ಡರಸ್ತೆ, 2ನೇ ಮುಖ್ಯರಸ್ತೆ, 7ನೇ ಬಡಾಪಣೆ. ಜಯನಗರ, ಬೆಂಗಳೂರು − 560070, 🕿 080 2664927 No. 27/2, 33° Cross, 2™ Main Road, 7™ Block, Jayanagar, Bangalore - 560070. 🕿 080 26649277

Mrs. Nagashree Bengaluru 30th December 2019

Dear Nagashree

Sub: Appointment as an Assistant Professor in the Department of Humanity & Science.

This is to intimate you that, you have been appointed as Assistant Professor Department of Humanity & Science in City Engineering College w. e. f. 01<sup>st</sup> January 2020, with the following terms

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- You will be paid total emoluments of ₹ 24,500/- per month in the AICTE Scale
- 3. As a Assistant Professor you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college ruies. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily' to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti-college and anti management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

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- 7. If you decide to discontinue the job on your own during the academic year the academic schedule gets disturbed and consequently student studies will got affected, as the sole objective of the College is to provide quality education. Both college and you are required to give one month's notice to either side i.e. 30 days before the end of the semester. In case of NO notice is served by you, you are required to pay compulsorily pre-calculated liquidated damages to the college to an extent of Rs.50,000/- to cover the part time lecturers remuneration, cost of advertising, conducting Interviews, experts professional fees and all other associated expenses.
- 8. For calculation of increment, which is due from the month of July and salary payable in August of every year and one should have put in 7(seven) months service within the academic year in the institution or you should have jointed the college on or before 1st March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society Institutions.
- 9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its associated Institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.
- 10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam , invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.
- 11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may optain acknowledgement from the college and the certificates will be returned to you at the time of leaving.
- 12, If you are satisfied with the above conditions and willing to join our college , please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes, for Javanagara Education Society®

President / Secretary

### ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms . As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date:

Signature of the candidate

Nagashreets

Name:



CC to: Accounts / Personal File

## CITY ENGINEERING COLLEGE

JAYANAGAR EDUCATION SOCIETY (R)

Doddakallasandra, Off. Kanakapura Road, Bangalore - 560 061.

ME:	2
Jayanagas, Bangalore -8.  DALIFICATIONS: B.A., M.A.  TE OF BIRTH: 20 03 1981  ME OF POST: Assistant Professor  D. & DATE OF APPOINTMENT ORDER: 01st January 2020  LARY & SCALE: \$\frac{7}{24500} - \frac{1}{24500}	2
IALIFICATIONS: B.A., M.A.  TE OF BIRTH: 20 03 1981  ME OF POST: Assistant Professor  D. & DATE OF APPOINTMENT ORDER: 01st January 2020  LARY & SCALE: \$\frac{2}{2} \text{LASOO} -	
IALIFICATIONS: B.A., M.A.  TE OF BIRTH: 20 03 1981  ME OF POST: Assistant Professor  D. & DATE OF APPOINTMENT ORDER: 01st January 2020  LARY & SCALE: \$\frac{2}{2} \text{LASOO} -	
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ME OF POST: Assistant Professor  . & DATE OF APPOINTMENT ORDER: 01st January 2020  LARY & SCALE: 7 24500 -	
LARY & SCALE : 7 24500 -	
LARY & SCALE : 7 24500 -	
	)
per the above appointment order. I wish to report for duty today forenoon/afternoon erstood all the conditions of appointment and agree to abide by the same. I unde any other job except through the Principal and also not to take up any other remunckfull time or part time without the written permission from the Principal.	rtake not to apply erative or honorary
ate: 01/01/2020	Nageshae RS Signature
ounter signed by the Head of the Department	
<b>V</b>	ande
Head o	f the Department
e/She is permitted to join duty on the forenoon / afternoon of	100

CITY ENGINEERING COLLE Kanakapura Main Road, BANGALORE - :



# ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ) Jayanagar Education Society (R)

ನಂ. ೨೭/೨, ೩೩ನೇ ಅಡ್ಡರಸ್ತೆ, ೨ನೇ ಮುಖ್ಯರಸ್ತೆ, ೭ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು – ೫೬೦ ೦೭೦. 🕿 ೨೬೬೪ ೯೨೭೭ No. 27/2, 33rd Cross, 2nd Main Road, 7th Block, Jayanagar, Bangalore - 560 070. 🕿 2664 9277 25 May 2013

Mrs. Nivedita Chirantan Bengaluru

Dear Nivedita Chirantan

<u>Sub</u>: Appointment as an Assistant Professor in the Department of Humanities & Science - reg

- s is to intimate you that, you have been appointed as Assistant Professor, Department of Humanities Science in City Engineering College with the following terms and conditions.
- In our appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 23,300/- (₹ Twenty Three Thousand Three Hundred Only) per month Consolidated in the AICTE Scale inclusive of other admissible allowances.
- 3. As Assistant Professor you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by glving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti- college and anti management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

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8. For calculation of increment, which is due from the month of October and salary payable in November of every year and one should have put in 7(seven) months service within the academic year in the institution in the institution or you should have jointed the college on or before 1st March. Increment will be paid for every completed year of service in our college, subject to your teaching performance and general behavior, punctuality, participation in academic and co-curricular activities, presentation of seminars, workshops, publication of articles in national and international journals during the academic year. However, Society will have the right to withhold/defer your increment in case your services are not satisfactory. Every year performance appraisal committee (PAC) will review your services and recommend for your increment and continuation of services in Jayanagar Education Society institutions.

9. Your job is transferrable to any of the institutions under Jayanagar Education Society or its associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.

10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or favouring in giving attendance to students or not accepting VTU exam , invigilation work or valuation of answer scripts, or any other matters relating to VTU and College. You will be terminated without further notice. Any penalty levied by the VTU should be paid you only and not by the college.

11.Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of leaving.

12, If you are satisfied with the above conditions and willing to join our college, please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes. for Jayanagara Education Society®

President / Secretary

### ACCEPTANCE OF THE EMPLOYEE

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original marks statements to the Principal, I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms . As long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the future employer and VTU.

Date : 1/6/18

Signature of the candidate

Name: NIVEDITA CHIRANTAN



VASANTHAPURA, BANGALORE - 560 062.

### **DUTY JOINING REPORT**

NAME :Nivedi	ta Chirautan.
ADDRESS: a) PERMANENT	yout, Valanthagura, Bangalore-61.
WITH PHONE No.	yout, Valanthapura, Bangalore-61.
b) LOCAL (	
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У.	
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QUALIFICATIONS:	
	10-1982.
NAME OF POST : ALL!	Professor - Dept. of Humanitiel.
NO. & DATE OF APPOINTMENT	ORDER: 28th May 2018.
SALARY & SCALE: _ Qs. 23	300/-
understood all the conditions of app	I wish to report for duty today forenoon/afternoon. I have read and bintment and agree to abide by the same. I undertake not to apply Principal and also not to take up any other remunerative or honorary the written permission from the Principal
19	nut
Date: 01-06-2018-	Signature
Counter signed by the Head of the	Department
κ.	Head of the Department
He/She is permitted to join duty on	the forenoon / afternoon of 61-06-20/8
	Rucouring
CC to : Accounts/Personal file	Principal



# ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ)

## Jayanagar Education Society (R)

ನಂ. 27/2, 33ನೇ ಅಡ್ಡರಸ್ತೆ, 2ನೇ ಮುಖ್ಯರಸ್ತೆ, 7ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು − 560070. ☎ : 080 26649277 No. 27/2, 33<sup>™</sup> Cross, 2<sup>™</sup> Main Road, 7<sup>™</sup> Block, Jayanagar, Bangalore - 560070. ☎ : 080 26649277

20<sup>th</sup> November 2021

Mr. Rangaswmy T \$406, A. N. Comforts, Gubbalala Village, Bengaluru-560061

Dear Rangaswmy T

### Subject: Appointment as an Physical Director in CEC - reg

This is to intimate you that, you have been appointed as Physical Director in City Engineering College, with the following terms and conditions.

- 1. Your appointment is against permanent vacancy and subject of satisfactory completion of one year compulsory probationary period and has to be confirmed by a separate letter of appointment from the President / Secretary of Jayanagara Education Society®.
- 2. You will be paid total emoluments of ₹ 15,000/- per month in the AICTE Scale
- 3. As an Physical Director, you need to maintain punctuality, teaching standards, discipline and professional secrecy, dress code and decorum of the college.
- 4. You shall work full time basis and you should not leave the department without the written permission of the Principal during the college working hours 9 A.M. to 5 P.M. on all working days. You shall avail leave and holidays with prior approval of the Principal as per college rules. Unauthorized absence of more than 4 days continuously from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days absence for the purpose of salary calculation. Unauthorizedly, absenting more than three times is liable for termination of job without notice.
- 5. You cannot resign or discontinue your services within the semester as per VTU rules. You may leave at the end of the semester by giving one month's prior notice by giving a resignation letter compulsorily to the President/ Secretary of the Jayanagar Education Society and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of the each academic year and the same should be approved by the Society President/Secretary. Marks statements/Marks cards will be released to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid switching over from our College to any other College in the in the middle of the academic year.
- 6. You will be relieved within reasonable time, if you get a Govt. job, foreign assignment, due to prolonged illness or if you are not fit to work, (proof of documentary evidence is required in cases). You will also be relieved within the said academic year without notice if you services are not satisfactory and your teaching is substandard as per the expected quality standards of the college and not willing to accept the delegated responsibilities. If you involve in any anti-student, anti-college and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

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- 7. If you decide to discontinue the job on your own during the academic year the sole objection both college and you are required to give objection. 7. If you decide to discontinue the job on your own during the academic student studies will got affected, as the sole objective schedule gets disturbed and consequently student studies will got affected, as the sole objective one more of the semester. In case of NO notice in the end of the semester. In case of NO notice in the end of the semester. 7. If you decide to discontinue equently student studies will got are required to give objective of schedule gets disturbed and consequently student studies and you are required to give objective of schedule gets disturbed and consequently education. Both college and you are required to give one monthly schedule gets disturbed and consequently education. Both college and you are required to give one monthly schedule gets disturbed and consequently education. Both college and you are required to give objective of the college is to provide quality education. Both college and you are required to give objective of the schedule gets disturbed and consequently education. Both college and you are required to give objective of the schedule gets disturbed and consequently education. Both college and you are required to give one monthly schedule gets disturbed and consequently education. Both college and you are required to give one monthly schedule gets disturbed and consequently education. Both college and you are required to give one monthly schedule gets disturbed and consequently education. Both college and you are required to give one monthly schedule gets disturbed and consequently education. Both college and you are required to give one monthly gets and the college is to provide quality education. Both college and you are required to give one monthly gets and the college is to provide quality education. Both college and you are required to give one c schedule gets disturbed and consideration. Both college and yet of the give one months schedule gets disturbed and consideration. Both college and yet of the semester. In case of NO notice one months the College is to provide quality education. Both college and yet one to give one give one to give one to give one the College is to provide quality the College is to provide quality before the end of the College is served by notice to either side i.e. 30 days before the end of the college is served by notice to either side i.e. 30 days before the end of the college is served by notice to either side i.e. 30 days before the end of the college is served by notice to either side i.e. 30 days before the end of the college is served by notice to either side i.e. 30 days before the end of the college is served by notice to either side i.e. 30 days before the end of the college is served by notice to either side i.e. 30 days before the end of the college is served by notice to either side i.e. 30 days before the end of the college is served by notice to either side i.e. 30 days before the end of the college is served by notice to either side i.e. 30 days before the end of the college is served by notice to either side i.e. 30 days before the end of the college is served by notice to either side i.e. 30 days before the end of the college is served by notice to either side i.e. 30 days before the end of the college is served by notice to either side i.e. 30 days before the end of the college is served by notice to either side i.e. 30 days before the end of the college is served by notice to either side in the college is served by notice the notice to either side i.e. 30 day compulsorily pre-calculated industry of the college to you, you are required to pay compulsorily pre-calculated industry of the college to you, you are required to pay compulsorily pre-calculated industry of the college to you, you are required to pay compulsorily pre-calculated industry of the college to you, you are required to pay compulsorily pre-calculated industry of the college to you, you are required to pay compulsorily pre-calculated industry of the college to you, you are required to pay compulsorily pre-calculated industry of the college to you, you are required to pay compulsorily pre-calculated industry of the college to you, you are required to pay compulsorily pre-calculated industry of the college to you, you are required to pay compulsorily pre-calculated industry of the college to you, you are required to pay compulsorily pre-calculated industry of the college to you, you are required to pay compulsorily pre-calculated industry of the college to you, you are required to pay convert the cost of advertising, conducting Interviews, expense. professional fees and all other associated expenses.
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9. Your job is transferrable to any of the institutions under Jayanagar Education Society or 15 9. Your job is transferrable to any of the institutions the new Institutions and Institutions proposed associated institutions in India or abroad including the new Institutions and Institutions proposed to be started at different parts of India.

10.If you involve in any malpractice i.e., conduct and evaluation of internal assessment, marks or not accepting VTU exam , invinilation 10.If you involve in any maintractice her, marks or not accepting VTU exam , invigilation work or favouring in giving attendance to students or not accepting VTU and College Volume of any other matters relating to VTU and College Volume of any other matters relating to VTU and College Volume of any other matters relating to VTU and College Volume of any other matters relating to VTU and College Volume of any other matters relating to VTU and College Volume of any other matters relating to VTU and College Volume of any other matters relating to VTU and College Volume of any other matters relating to VTU and College Volume of any other matters relating to VTU and College Volume of any other matters relating to VTU and College Volume of any other matters relating to VTU and College Volume of any other matters relating to VTU and College Volume of any other matters relating to VTU and College Volume of any other matters relating to VTU and College Volume of any other matters relating to VTU and College Volume of the volume of favouring in giving attenuance to student matters relating to VTU and College. You will be valuation of answer scripts, or any penalty levied by the VTU should be paid you get valuation of answer scripts, or any deficit levied by the VTU should be paid you only and not terminated without further notice. Any penalty levied by the VTU should be paid you only and not terminated without further notice. by the college.

11. Before reporting to the duty you should deposit all original certificates and testimonials with the 11. Before reporting to the data with the VTU/AICTE or any Inspection Committee. You may obtain College for immediate verification by the VTU/AICTE or any Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you at the time of

12, If you are satisfied with the above conditions and willing to join our college, please retain the first copy of this Appointment letter and affix your signature on the second copy and return the same to the Principal along with Original Certificates.

With best wishes, for Jayanagara Education Society®

President / Secretary

### **ACCEPTANCE OF THE EMPLOYEE**

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the accept the appointment on the said terms and conditions. I also confirm that I possess genuing degree and marks statement and degree and marks statement and agree to submit/surrender my original marks statements to the Principal. I hereby declare that I have the Principal. I hereby declare that I have the eligibility to teach as per UGC or/and AICTE norms, As long as I am in employment with laws the eligibility to teach as per UGC or/and the College in the long as I am in employment with Jayanagar Education Society ®, I will not leave the College in the middle of the academic session and do not see the college in the case of bread in case of brea middle of the academic session and do not cause inconvenience to the students, in case of bread of understanding by me, management of understanding by me, management can take legal action against me as per above terms and MTL Signature of the candidate
Name: T. RANGA SWAMY

Date: 20/11/21/



# CITY ENGINEERING COLLEGE

JAYANAGAR EDUCATION SOCIETY (R)
Doddakallasandra, Off. Kanakapura Road, Bangalore - 560 061.

DUTY JOINING REPORT
NAME : RANGASHAMY.T
ADDRESS: a) PERMANENT 1106, A. N. Comparks, Gubbalala Willayl, Bangalal- 61 b) LOCAL
QUALIFICATIONS: 13. A. B. P. Ed.
DATE OF BIRTH : 02-06-1958
NAME OF POST: physical soirector
NO. & DATE OF APPOINTMENT ORDER :
SALARY & SCALE :
As per the above appointment order. I wish to report for duty today forencon/afternoon. I have read and understood all the conditions of appointment and agree to abide by the same. I undertake not to apply for any other job except through the Principal and also not to take up any other remunerative or honorary work full time or part time without the written permission from the Principal.  Date: 20.11.21
Counter signed by the Head of the Department
Head of the Department
He/She is permitted to join duty on the forencon / afternoon of
CC to : Accounts / Personal File

Principal



## ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ) Jayanagar Education Society (R)

ನಂ. 27/2, 33ನೇ ಅಡ್ಡರಸ್ತೆ, 2ನೇ ಮುಖ್ಯರಸ್ತೆ, 7ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು − 560070. ☎: 080 26649277 No. 27/2, 33<sup>™</sup> Cross, 2<sup>™</sup> Main Road, 7<sup>™</sup> Block, Jayanagar, Bangalore - 560070. ☎: 080 26649277

15th December 2021

Mrs. Deepu R Ganiga Sheshagiri Pai Clinic, Arivu #61, Ground Floor, 1st Cross, BSK 6th Stage, 4th Block, LIC Colony, Vajarahalli, Talagattapura post, Bengaluru-560109

Mrs. Deepu R Ganiga

Sub: Appointment as Assistant Professor in the department of Humanities and Science for City Engineering College (CEC) with effect from 15/12/2021

This is to inform you that you have been appointed as Assistant Professor the department of Humanities and Science for CITY Engineering College, Doddakallasandra, Bengaluru-560061, with the following terms and conditions:

Your date of appointment will be 15/12/2021. Please give joining report to the Principal of the College and complete the joining formalities.

- 1. You will be on one-year probationary period, if the Performance Appraisal Committee (PAC) recommends a separate letter of appointment will be issued by the Chairman City Institutions Bangalore.
- 2. You will be paid in the AICTE Scale of ₹23,300/- and other admissible allowances.
- 3. As a Assistant Professor in the above said position, you need to maintain punctuality, teaching standards, discipline, professional secrecy and ethics, standard of education, dress code, personal hygiene and decorum as detailed by the
- 4. You are required to furnish a copy of AADHAR card PAN card / Passport as a proof of permanent and present address, Date of Birth, Mobile number and Email Id, also submit two passport size photos.
- 5. You are required to produce two letters of reference from the persons known to you for the last two years
- 6. You shall work on full time basis from 9A.M to 5.30P.M and should not leave the college without the written permission of the Principal during the working hours on all working days. You will follow the leave rules and holidays normally probation staff are permitted to avail casual leaves and declared holidays.
- 7. You are entitled for 12 days of casual leave per year, one casual leave for every completed month of service and CL can be accumulated during the calendar year, but cannot be utilized in advance for the forth coming months.
- 8. Unauthorized absence of more than 3 days continuously from attending the duties will be liable for termination of your services without notice and unauthorized absence of a day will be calculated as two days of absence for the purpose of salary calculation.
- 9. You cannot resign or discontinue your services within the Semester as per VTU rules. You may leave at the end of Semester by giving three months prior notice by submitting a resignation letter to the Principal of the CITY Engineering College and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of each academic year and the same should be approved by the Chairman of the Trust, the original marks cards will be returned to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the middle of the Academic Year.
- 10. You will be relieved within a reasonable time, if you get a Government Job/Forcign Assignment/ prolonged illness and not fit to work. (Proof of documentary evidence is required in all cases). You will also be relieved within the said academic year without notice if your services are not satisfactory and your teaching quality and administrative capabilities are not as per the expected quality standards of the College.
- 11. You will be relieved if you are not willing to accept the delegated responsibilities. If you involve in any Anti-student and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

- 12. If you decide to discontinue the job on your own in the middle of the academic Year, the academic schedule and classes will get affected. Hence, you are required to give three months' notice, prior to the last working day (i.e., if the last working day of the semester is June 15<sup>th</sup>, notice to be given by March 15<sup>th</sup>) or pay compulsorily pre-calculated liquidated damages to the College to an extent of three months' salary to cover the recruitment expenses, cost of advertising, conducting interviews, expert professional interviewers' fees and all other associated expenses.
- 13. Before you get relieved you have to handover the relevant documents, work related materials and payback any advance amount taken, return library books, institutional data backup, mobile phones, laptops, CDs, DVDs, Pen Drive, External Hard Disk, Software CDs, Cupboard and Drawer keys, Camera etc. to the Administrative Officer/ Trustees and submit NOC to the Principal.
- 14. You should attend college all times, if there is any work related to college examinations, submission of proposals to AICTE, VTU, NBA, NAAC etc. or work related to annual day celebrations, academic activities (conferences/ seminars/ workshop), functions or attending Principal's meetings, internal audit committees, library stock verification or any other work assigned by the Principal/Director/ Trustees/ higher officials of the institution.
- 15. Special benefits and consideration for employees:
  - a) Marriage: Employees completed two years of continuous service in teaching/non-teaching category (in any of the institutions under CITY Group of Institutions are eligible for I-week paid leave.
  - b) Maternity leave (ML) (Applicable for female staff members): Should have put in minimum of two years of continuous service, 15 days paid leave (one week before and one week after delivery) will be granted for the first child only.
- 16. Every year members of performance appraisal committee (PAC) will review your performance, behavior, punctuality and submit a report for consideration of continuation of your services and increment. You should have put in 08 (eight) months of continuous service before June of the year to be eligible for increment. However, Trust will have the right to withhold or defer increment in case your services are not satisfactory and other factors affecting the institution in general, specifically finances.
- 17. Your job is transferable to any institution under Jayanagar Education Society® Associated/Collaborated Institutions in India including the new institutions proposed to be established indifferent parts of India.
- 18. If you are satisfied with the above conditions and willing to join or continue in our Institution, kindly retain the first copy of this appointment letter, sign on the second copy and return the same to the Principal of the College.

For Jayanagar Education Society (R)

K.R. Paramanamsa President Authorized Signatory

#### Letter of Acceptance of the Employee

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit / surrender my original marks statements to the Trust for immediate verification by any visiting inspecting teams. I hereby declare that I have the eligibility to teach and for appointment of above post as per AICTE norms and as long as I am employed with CITY Engineering College under Jayanagar Education Society ®. I agree to keep my original certificates under their custody and will be returned upon my proper resignation and relieving from duties. I will not leave the College in the middle of the academic session and will not cause inconvenience to the students. In case of breach of understanding by me, Principal/management can take legal action against me as per the above terms and may inform the future employer and VTU.

Signature of the Employee

Name: Deepa Gawiga. Mob: 7026126350.



CC to : Accounts / Personal File

## CITY ENGINEERING COLLEGE

JAYANAGAR EDUCATION SOCIETY (R)

Doddakallasandra, Off. Kanakapura Road, Bangalore - 560 061.

DUTY JOINING REPORT	25
NAME: Deepa. R. Ganiga	) U
ADDRESS: a) PERMANENT WITH PHONE No.	
b) LOCAL Sheshagiri Pai clinic, Ariva # 61, fyro Floor, 1st cross, BSK, 6th stage, 4th Block, LIC colony, Vajarahalli, Talagatlpwia p	rund ost
QUALIFICATIONS : M-A- B- Ed-	
DATE OF BIRTH : 25-01-1972.	
NAME OF POST: Assistant Lecture.	
NO. & DATE OF APPOINTMENT ORDER :	
SALARY & SCALE :	
As per the above appointment order. I wish to report for duty today forenoon/afternoon. I have read understood all the conditions of appointment and agree to abide by the same. I undertake not to a for any other job except through the Principal and also not to take up any other remunerative or honorworkfull time or part time without the written permission from the Principal.	
Date:  5,  2, 202 .	ture
Counter signed by the Head of the Department  Head of the Department	
He/She is permitted to join duty on the forenoon / afternoon of	ant
He aude	

Principal



### ಜಯನಗರ ಶೀಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ)

#### **Jayanagar Education Society (R)**

ನಂ. 27/2, 33ನೇ ಅಡ್ಡರಸ್ತೆ, 2ನೇ ಮುಖ್ಯರಸ್ತೆ, 7ನೇ ಬಡಾವಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು − 560070. ☎: 080 26649277 No. 27/2, 33<sup>rd</sup> Cross, 2<sup>rd</sup> Main Road, 7<sup>th</sup> Block, Jayanagar, Bangalore - 560070. ☎: 080 26649277

01st July 2022

Mr. Ravikirana D R Haranahalli Hobli. Periyapatna Talluku, Doddakamaravalli Post, Dinadagadu, Mysore-571187

Mr. Ravikirana D R

Sub: Appointment as Assistant Professor in the department of Humanities and Science for City Engineering College (CEC) with effect from 01/07/2022

This is to inform you that you have been appointed as Assistant Professor the department of Humanities and Science for CITY Engineering College, Doddakallasandra, Bengaluru-560061, with the following terms and conditions:

Your date of appointment will be 01/07/2022. Please give joining report to the Principal of the College and complete the joining formalities.

- 1. You will be on one-year probationary period, if the Performance Appraisal Committee (PAC) recommends a separate letter of appointment will be issued by the Chairman City Institutions Bangalore.
- 2. You will be paid in the AICTE Scale of ₹23,300/- and other admissible allowances.
- 3. As a Assistant Professor in the above said position, you need to maintain punctuality, teaching standards, discipline, professional secrecy and ethics, standard of education, dress code, personal hygiene and decorum as detailed by the institution.
- 4. You are required to furnish a copy of AADHAR card PAN card / Passport as a proof of permanent and present address, Date of Birth, Mobile number and Email Id, also submit two passport size photos.
- 5. You are required to produce two letters of reference from the persons known to you for the last two years
- 6. You shall work on full time basis from 9A.M to 5.30P.M and should not leave the college without the written permission of the Principal during the working hours on all working days. You will follow the leave rules and holidays normally observed in CITY Institutions. You shall avail leave with prior approval as per the college rules. During the period of probation staff are permitted to avail casual leaves and declared holidays.
- 7. You are entitled for 12 days of casual leave per year, one casual leave for every completed month of service and CL can be accumulated during the calendar year, but cannot be utilized in advance for the forth coming months.
- 8. Unauthorized absence of more than 3 days continuously from attending the duties will be liable for termination of your services without notice and unauthorized absence of a day will be calculated as two days of absence for the purpose of salary calculation.
- 9. You cannot resign or discontinue your services within the Semester as per VTU rules. You may leave at the end of Semester by giving three months prior notice by submitting a resignation letter to the Principal of the CITY Engineering College and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of each academic year and the same should be approved by the Chairman of the Trust, the original marks cards will be returned to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the academic interests of students during the academic year and to avoid switching over from one Institution to another in the middle of the Academic Year.
- 10. You will be relieved within a reasonable time, if you get a Government Job/Foreign Assignment/ prolonged illness and not fit to work. (Proof of documentary evidence is required in all cases). You will also be relieved within the said academic year without notice if your services are not satisfactory and your teaching quality and administrative capabilities are not as per the expected quality standards of the College.
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- 13. Before you get relieved you have to handover the relevant documents, work related materials and payback any advance amount taken, return library books, institutional data backup, mobile phones, laptops, CDs, DVDs, Pen Drive, External Hard Disk, Software CDs, Cupboard and Drawer keys, Camera etc. to the Administrative Officer/ Trustees and submit NOC to the Principal.
- 14. You should attend college all times, if there is any work related to college examinations, submission of proposals to AICTE, VTU, NBA, NAAC etc. or work related to annual day celebrations, academic activities (conferences/ seminars/ workshop), functions or attending Principal's meetings, internal audit committees, library stock verification or any other work assigned by the Principal/Director/ Trustees/ higher officials of the institution.
- 15. Special benefits and consideration for employees:
  - a) Marriage: Employees completed two years of continuous service in teaching/non-teaching category (in any of the institutions under CITY Group of Institutions are eligible for 1-week paid leave.
  - b) Maternity leave (ML) (Applicable for female staff members): Should have put in minimum of two years of continuous service, 15 days paid leave (one week before and one week after delivery) will be granted for the first child only.
- 16. Every year members of performance appraisal committee (PAC) will review your performance, behavior, punctuality and submit a report for consideration of continuation of your services and increment. You should have put in 08 (eight) months of continuous service before June of the year to be eligible for increment. However, Trust will have the right to withhold or defer increment in case your services are not satisfactory and other factors affecting the institution in general, specifically finances.
- 17. Your job is transferable to any institution under Jayanagar Education Society® Associated/Collaborated Institutions in India including the new institutions proposed to be established indifferent parts of India.
- 18. If you are satisfied with the above conditions and willing to join or continue in our Institution, kindly retain the first copy of this appointment letter, sign on the second copy and return the same to the Principal of the College.

For Jayanagar Education Society (R)

K.R. Paramahamsa Authorized Silantory

#### Letter of Acceptance of the Employee

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I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit / surrender my original marks statements to the Trust for immediate verification by any visiting inspecting teams. I hereby declare that I have the eligibility to teach and for appointment of above post as per AICTE norms and as long as I am employed with CITY Engineering College under Jayanagar Education Society ®. I agree to keep my original certificates under their custody and will be returned upon my proper resignation and relieving from duties. I will not leave the College in the middle of the academic session and will not cause inconvenience to the students. In case of breach of understanding by me, Principal/management can take legal action against me as per the above terms and may inform the future employer and VTU.

Signature of the Employee

Name: Mob:



## CITY ENGINEERING COLLEGE

JAYANAGAR EDUCATION SOCIETY (R)

Doddakallasandra, Off. Kanakapura Road, Bangalore - 560 061.

D	UTY JOINING REPORT	056
NAME :	KIRANA. D.R	1 T
ADDRESS: a) PERMANENT _ WITH PHONE No.	Slo Remuka, Haranah Periyapatna Taluk, Doddo	alli Hobli akamaravalli Pos
b) LOCAL	Dindagadu	
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QUALIFICATIONS :	A,LLB	English Annual Control
DATE OF BIRTH : 19	107/1993	9 9
NAME OF POST : As	sisstant profession	
NO. & DATE OF APPOINTMEN	T ORDER :	
SALARY & SCALE : 23 300		
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Date: 01 04 2022		Signature
Counter signed by the Head of the	ne Department	
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	He	ad of the Department
He/She is permitted to join duty of	on the forenoon / afternoon of	- 2022
		318
CC to : Accounts / Personal File		Principal

#### CITY ENGINEERING COLLEGE Doddakallasandra, opp Kanakapura Main Road. BANGALORE - 560 061 Word borollar of the best

No. 106/1, Bhuyaneshwari Nagar of disciplinate the job on year over ourses of

Date; 22/08/2007

Anekal Taluk

Dear B. N. Basavaraju This is to intimate you that, you have been appointed as a Librarian of our CITY ENGINEERING COLLEGE, w.e.f. 22/08/2007 based on your application and personal interview you had with following terms, the conditions, and us. markly of Origins William Story of the

and the property design of the party of the

- Your post will be confirmed subject to the satisfactory completion of One year Probation compulsorily and to be confirmed by a separate letter of appointment from the Management.
- 2. You will be paid total emoluments of Rs. 11,000/- (Rs. Eleven Thousand Only) per month Consolidated.
- 3. As a Librarian you need to maintain punctuality, discipline and Decorum of the College, by keeping the professional secrecy and status and will not indulge in student activities and anti college activities.
- 4. You shall avail leave and holidays as per the College rules. Leave is not a prerogative of the employees, unless and otherwise sanctioned by the President. Unauthorized absence of more than 4 days from attending the duties will be liable for termination of your services and unauthorized absence of a day will be calculated as two days leave for the purpose of salary calculation. Unauthorisedly absenting more than three times is liable for termination of job.
- 5. The academic year starts from October of the current year to July of the next year. You are required to work till the end of the academic year (July). If you want to discontinue from the services, you are required to give one months notice on July 1st and get yourself relieved by July 31st in any year. If you wish to continue you are required to confirm your willingness in writing by 1st of July the management should approve every year and the same. The condition is laid down only to safeguard the Academic interests of students during the academic year and to avoid any jumping from our college to any other college in the middle of the academic year, which affects the students interests.

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6. You will be relieved within the said academic year if your services are the expected standards of the college and if you involved to the college and it is the college and it is your and you involved to the college and it is your and you involved to the college and it is your and you involved to the college and it is your and your You will be relieved within the said and the college and if you involve are satisfactory as per the expected standards of the college and if you involve in satisfactory as per the expected standards of the college and if you involve in satisfactory as per the expected standards of the college and if you involve in satisfactory as per the expected standards of the college and if you involve in satisfactory as per the expected standards of the college and if you involve in satisfactory as per the expected standards of the college and if you involve in satisfactory as per the expected standards of the college and if you involve in satisfactory as per the expected standards of the college and if you involve in satisfactory as per the expected standards of the college and if you involve in satisfactory as per the expected standards of the college and if you involve in satisfactory as per the expected standards of the college and if you involve in satisfactory as per the expected standards of the college and if you get a Government in the satisfactory as per the expected standards of the college and involve in satisfactory as per the expected standards of the college and involve in satisfactory as per the expected standards of the college and involve in satisfactory as per the expected standards of the college and involve in satisfactory as per the college and involve in

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drawn by you ks. 50,000 that any of the institutions under Jayanagar Education 8. Your job is transferable to any of the institutions in India or a road including Your job is transferable to the started at different parts of India. Institutions and institutions proposed to be started at different parts of India.

9. Before reporting to the duty you should deposit all original certificates and testimonials with the College for immediate verification by the University or Inspection Committee. You may obtain acknowledgement from the college and the certificates will be returned to you after you dissociates with the college.

10. If you are satisfied with the above conditions and willing to join our college please retain the first copy of this Appointment letter and append your signature on the second copy and return the same.

With best wishes.

Yours sincerely,

Principal.

City Engineering College

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit/surrender my original Marks Statements to the Management, I also declare that I have the eligibility to teach as per UGC or/and AICTE norms and as long as I am in employment with Jayanagar Education Society, I will not leave the College in the middle of the academic session and do not cause inconvenience to the students, in case of breach of understanding by me, management can take legal action against me as per above terms and may inform the



CC to : Accounts 1 Personal File

# CITY ENGINEERING COLLEGE

Via Kanakapura Road, Doddakalsandra, Bangalore - 560 062. Tel : 080 26669313 / 14, Fax : 26669314

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ddress		
W-V-N	Contact No. 9902102679  Contact No. 9902102679	
TO AND	Contact No. : 9908108678 BANGALORG-061	
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Caur	Contact No.: 9902108678	
Qualificati	ons: MANTIC	
Date of Bi	ons: MAIMPLSc. MPhil  th: :05/10/1964 Name of Post: Librarian  e of Appointment Out.	
No. & Date	e of Appointment Order: 27 Dugs 1207	
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	Head of the Department	nt



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#### ಜಯನಗರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ (ರಿ) Jayanagar Education Society (R)

ನಂ. 27/2, 33ನೇ ಅಡ್ಡರಸ್ತೆ, 2ನೇ ಮುಖ್ಯರಸ್ತೆ, 7ನೇ ಬಡಾಪಣೆ, ಜಯನಗರ, ಬೆಂಗಳೂರು − 560070. ☎ : 080 26649277 No. 27/2, 33<sup>rd</sup> Cross, 2<sup>rd</sup> Main Road, 7<sup>th</sup> Block, Jayanagar, Bangalore - 560070. ☎ : 080 26649277

25th May 2022

Ms. Pavithra R S #1831, Vrushabhavathi Nagar, BDA 4<sup>th</sup> H Block, BSK 6<sup>th</sup> Stage, Gubbalala, Bengaluru-560109

Dear Pavithra R S

Sub: Appointment as Assistant Librarian in the Department of Library for City Engineering College (CEC) with effect from 25/05/2022

This is to inform you that you have been appointed as Assistant Librarian in the Department of Library for CITY Engineering College, Doddakallasandra, Bengaluru-560061, with the following terms and conditions:

Your date of appointment will be 25<sup>th</sup> May 2022. Please give joining report to the Principal of the College and complete the joining formalities.

- 1. You will be on one-year probationary period, if the Performance Appraisal Committee (PAC) recommends a separate letter of appointment will be issued by the Chairman City Institutions Bangalore.
- 2. You will be paid in the AICTE Scale of ₹21,230/- and other admissible allowances.
- 3. As a Assistant Librarian in the Department of Library in the above said position, you need to maintain punctuality, teaching standards, discipline, professional secrecy and ethics, standard of education, dress code, personal hygiene and decorum as detailed by the institution
- 4. You are required to furnish a copy of AADHAR card PAN card / Passport as a proof of permanent and present address, Date of Birth, Mobile number and Email Id, also submit two passport size photos.
- 5. You are required to produce two letters of reference from the persons known to you for the last two years
- 6. You shall work on full time basis from 9A.M to 5.30P.M and should not leave the college without the written permission of the Principal during the working hours on all working days. You will follow the leave rules and holidays normally observed in CITY Institutions. You shall avail leave with prior approval as per the college rules. During the period of probation staff are permitted to avail casual leaves and declared holidays.
- 7. You are entitled for 12 days of casual leave per year, one casual leave for every completed month of service and CL can be accumulated during the calendar year, but cannot be utilized in advance for the forth coming months.
- 8. Unauthorized absence of more than 3 days continuously from attending the duties will be liable for termination of your services without notice and unauthorized absence of a day will be calculated as two days of absence for the purpose of salary calculation.
- 9. You cannot resign or discontinue your services within the Semester as per VTU rules. You may leave at the end of Semester by giving three months prior notice by submitting a resignation letter to the Principal of the CITY Engineering College and obtain an acknowledgement. If you wish to continue or discontinue you should confirm in writing at the beginning of each academic year and the same should be approved by the Chairman of the Trust, the original marks cards will be returned to you, only when you give proper notice of resignation. This condition is laid down only to safeguard the academic interests of students during the academic year and to avoid switching over from one Institution to another in the middle of the Academic Year.
- 10. You will be relieved within a reasonable time, if you get a Government Job/Foreign Assignment/ prolonged illness and not fit to work. (Proof of documentary evidence is required in all cases). You will also be relieved within the said academic year without notice if your services are not satisfactory and your teaching quality and administrative capabilities are not as per the expected quality standards of the College.
- 11. You will be relieved if you are not willing to accept the delegated responsibilities. If you involve in any Anti-student and anti-management activities, your services will be terminated immediately without giving any prior notice and you will be prosecuted suitably.

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- 13. Before you get relieved you have to handover the relevant documents, work related materials and payback any advance amount taken, return library books, institutional data backup, mobile phones, laptops, CDs, DVDs, Pen Drive, External Hard Disk, Software CDs, Cupboard and Drawer keys, Camera etc. to the Administrative Officer/ Trustees and submit NOC to the Principal.
- 14. You should attend college all times, if there is any work related to college examinations, submission of proposals to AICTE, VTU, NBA, NAAC etc. or work related to annual day celebrations, academic activities (conferences/ seminars/ workshop), functions or attending Principal's meetings, internal audit committees, library stock verification or any other work assigned by the Principal/Director/ Trustees/ higher officials of the institution.
- 15. Special benefits and consideration for employees:
  - a) Marriage: Employees completed two years of continuous service in teaching/non-teaching category (in any of the institutions under CITY Group of Institutions are eligible for 1-week paid leave.
  - b) Maternity leave (ML) (Applicable for female staff members): Should have put in minimum of two years of continuous service, 15 days paid leave (one week before and one week after delivery) will be granted for the first child only.
- 16. Every year members of performance appraisal committee (PAC) will review your performance, behavior, punctuality and submit a report for consideration of continuation of your services and increment. You should have put in 08 (eight) months of continuous service before June of the year to be eligible for increment. However, Trust will have the right to withhold or defer increment in case your services are not satisfactory and other factors affecting the institution in general, specifically finances.
- 17. Your job is transferable to any institution under Jayanagar Education Society® Associated/Collaborated Institutions in India including the new institutions proposed to be established indifferent parts of India.
- 18. If you are satisfied with the above conditions and willing to join or continue in our Institution, kindly retain the first copy of this appointment letter, sign on the second copy and return the same to the Principal of the College.

For Jayanagar Education Socie., (K)

K.R. Paramahamsa President Authorized Signatory

#### Letter of Acceptance of the Employee

I have read the above terms and conditions, I have understood the contents fully and I hereby accept the appointment on the said terms and conditions. I also confirm that I possess genuine degree and marks statement and agree to submit / surrender my original marks statements to the Trust for immediate verification by any visiting inspecting teams. I hereby declare that I have the eligibility to teach and for appointment of above post as per AICTE norms and as long as I am employed with CITY Engineering College under Jayanagar Education Society ®. I agree to keep my original certificates under their custody and will be returned upon my proper resignation and relieving from duties. I will not leave the College in the middle of the academic session and will not cause inconvenience to the students. In case of breach of understanding by me, Principal/management can take legal action against me as per the above terms and may inform the future employer and VTU.

Signature of the Employee

Name.

Mob:



## CITY ENGINEERING COLLEGE

JAYANAGAR EDUCATION SOCIETY (R)

Doddakallasandra, Off. Kanakapura Road, Bangalore - 560 061.

	<b>DUTY JOINING REPORT</b>	042
NAME : <u>Pavi</u>	Hobac R.S	
180.18   200.19   200.19   200.19   19   19   19   19   19   19   19	NT# 1831, Voushabhavathi N BDA 4th H Block, BSK B	th stage, cubbalal
b) LOCAL	-11-	
	*	
QUALIFICATIONS :	A, BLISC	<u> </u>
DATE OF BIRTH :	3/06/1988	
NAME OF POST :	Sstaint Libraian	
NO. & DATE OF APPOINT	MENT ORDER :	
SALARY & SCALE :		
understood all the conditions	order. I wish to report for duty today forenoon/of appointment and agree to abide by the same of the Principal and also not to take up any other permission from the Principal.	. I undertake not to apply
Date : 25/5/2022		Pullithra o
Counter signed by the Head	I of the Department	- Cignata o
	= 7	Head of the Department
He/She is permitted to join of	duty on the forenoon / afternoon of	7-22
		Stube
CC to : Accounts / Personal	File	Principal