



Atharva Educational Trust's  
**Atharva College of Engineering**

(ISO 9001-2000, AQA International Certified Institute)

Approved by AICTE, DTE & Affiliated to University of Mumbai

S.No. 263, Plot No. 8-12, Malad-Marve Road, Charko Naka, Malad (West), Mumbai - 400 095, INDIA

Tel.: +91-22-4029 4949 ● Tel. Fax : +91-22-40294911 ● Email : ace@atharvaeducation.com ● Website : www.atharvaeducation.com

Ref :ACE/APP/1146/19

Date : 07<sup>th</sup> October' 2019

To,  
Ms. Prajakta Borole  
116/3807, Kedarnath Krupa CHS,  
Nehru Nagar, Kurla (East),  
Mumbai - 400024.

**Subject : Appointment as an " Assistant Professor in Electronics Engineering"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electronics Engineering** at Atharva College of Engineering on a basic pay of Rs.19,763/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 07<sup>th</sup> October' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 06<sup>th</sup> September' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time. If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
Principal

Atharva College of Engineering





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Copy to :-

1. Accounts Section
2. Establishment File

Consent Statement by Appointee

By this appointment letter dated 07-10-19 I Prajakta Borole hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 07-10-2019 Name :- Prajakta Borole

Signature :- [Signature]

*Accepted & Received*



[Signature]  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI



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Ref : ACE/APP/1144/19

Date : 07<sup>th</sup> October' 2019

To,  
Dr. Bhavin Shah  
A-1001, Vishnu-Shivam Tower,  
10<sup>th</sup> Floor, W.E. Highway,  
Nr. Gayatri Satsang Complex,  
Thakur Village, Kandivali (E), Mumbai - 400101.

**Subject : Appointment as an " Assistant Professor in Electronics Engineering "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electronics Engineering** at Atharva College of Engineering on a basic pay of Rs.18,085/- p.m in the pay scale of Rs.( 15600-39100)AGP 6000/- w.e.f. 07<sup>th</sup> October' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 06<sup>th</sup> September' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



  
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7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.

  
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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 07/10/2019 I DR. BHAVIN SHAH hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 07/10/2019 Name :- DR. BHAVIN SHAH

Signature :- *Bhav*  
07/10/2019



Recd.  
*Bhav*  
07/10/2019



*Bhav*  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI



(3)

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Ref : ACE/APP/974-A/19

Date : 16<sup>th</sup> July' 2019

To,  
Ms. Namrata Lade  
Ravi Uday Co-op. Housing Society,  
523/C - 35, Charkop,  
Kandivali (West), Mumbai - 400 067.

**Subject : Appointment as an " Assistant Professor in Electronics Engineering "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electronics Engineering** at Atharva College of Engineering on a basic pay of Rs.18,085/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 08<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 30<sup>th</sup> April' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time. If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
  8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
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  11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
  12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
  13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
  14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
    1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
    2. Students attendance percentage in Class & result of the subject taught.
    3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
    4. Participation in CSR-initiatives as per the Institute policy
    5. Ph.D Completed / Ph.D Pursuing
    6. Attire, Grooming as appropriate to a faculty.
    7. Innovation tools used (technology / adopted) in teaching methodology.
    8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
    9. Students Feedback\*
    10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.
- All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.
15. Previous appointment letter, if any, is superseded by this appointment.



*[Signature]*  
Principal

**Atharva College of Engineering**





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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 08/07/19 I Namrata Lade hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 08/07/19 Name :- Namrata Lade

Signature :- Namrata Lade

*Received & accepted*



*Namrata*  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
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Ref :ACE/APP/1145/19

Date : 07<sup>th</sup> October' 2019

To,  
**Mr. Samuel Jacob**  
A/1, Hiramani, Dadabhai Cross Road 2,  
Nr. Bhavan's College,  
Andheri (West), Mumbai - 400 058.

**Subject : Appointment as an " Assistant Professor in Electronics Engineering"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electronics Engineering** at Atharva College of Engineering on a basic pay of Rs.17,047/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 07<sup>th</sup> October' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
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5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
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*[Signature]*  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI

7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
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  11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
  12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
  13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
  14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
    1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
    2. Students attendance percentage in Class & result of the subject taught.
    3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
    4. Participation in CSR-initiatives as per the Institute policy
    5. Ph.D Completed / Ph.D Pursuing
    6. Attire, Grooming as appropriate to a faculty.
    7. Innovation tools used (technology / adopted) in teaching methodology.
    8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
    9. Students Feedback
    10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.
- All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
 PRINCIPAL  
 ATHARVA COLLEGE OF ENGINEERING  
 MUMBAI



*[Signature]*  
 Principal

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# Atharva College of Engineering

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### Consent Statement by Appointee

By this appointment letter dated 7<sup>th</sup> Oct 2019 Samuel Jaisb hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 7<sup>th</sup> Oct 2019 Name :- Samuel Jaisb

Signature :- Jaisb



Ali  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI

*Accepted and Received*  
Jaisb



Ref :ACE/APP/985-A/19

Date : 16<sup>th</sup> July' 2019

To,  
Mrs. Akanksha Bhargava  
F-5/63, Godrej hill side colony,  
Vikhroli (West),  
Mumbai - 400 070.

**Subject : Appointment as an " Assistant Professor in Electronics Engineering"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electronics Engineering** at Atharva College of Engineering on a basic pay of Rs.18,085/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 16<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 31<sup>st</sup> May' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time. If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
Principal

**Atharva College of Engineering**





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2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 16 July/19 I Akanksha Bhargava hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 16 July/19 Name :- Akanksha Bhargava

Signature :- [Signature]

*Received & Accepted*  
[Signature]



[Signature]  
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Ref : ACE/APP/1105/19

Date : 17<sup>th</sup> September' 2019

To,  
Mr. Samudre Niranjana Aniruddha  
B-20/704, Vijaya Park,,  
Kasarvadvali, G.B. Road,  
Thane (West) - 400615 .

**Subject : Appointment as an " Assistant Professor in Electronics Engineering"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electronics Engineering** at Atharva College of Engineering on a basic pay of Rs.18,085/- p.m. in the pay scale of Rs. (15600-39100)AGP 8000 /- w.e.f. 11<sup>th</sup> September' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 10<sup>th</sup> August' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



*[Signature]*  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI

7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
  8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
  9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
  10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
  11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
  12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
  13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
  14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
    1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
    2. Students attendance percentage in Class & result of the subject taught.
    3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
    4. Participation in CSR-initiatives as per the Institute policy
    5. Ph.D Completed / Ph.D Pursuing
    6. Attire, Grooming as appropriate to a faculty.
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    8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
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    10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.
- All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
Principal

**Atharva College of Engineering**



*[Signature]*  
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**Consent Statement by Appointee**

By this appointment letter dated 17/9/19 I Niranjana Samudra hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.

I agree to join by 11/09/2019 Name :- Niranjana Samudra

Signature :- *ns*

*Received  
and accepted*



*ns*  
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ATHARVA COLLEGE OF ENGINEERING  
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Ref : ACE/APP/1005/19

Date : 16<sup>th</sup> July' 2019

To,  
Mr. Sandip Ashokrao Zade  
S/O: Shri Ashokrao R. Zade  
At. Po. - Rehaki, Thl - Seloo,  
Dist - Wardha.

**Subject : Appointment as an " Assistant Professor in Electronics Engineering"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electronics Engineering** at Atharva College of Engineering on a basic pay of Rs.17,047/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 08<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 31<sup>st</sup> May' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time. If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
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7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
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13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
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  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
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  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
Principal

**Atharva College of Engineering**

2



*[Signature]*  
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**Consent Statement by Appointee**

By this appointment letter dated 8/7/19 I Somchit Zade hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 8/7/19 Name :- Somchit Zade

Signature :

Accepted & Received  
by  
Somchit Zade



[Signature]  
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ATHARVA COLLEGE OF ENGINEERING  
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Ref : ACE/APP/1006/19

Date : 16<sup>th</sup> July' 2019

To,  
Ms. Ameya Jadhav  
B-402, Ketayun Mansion,  
Shahaji Raje Marg,  
Vile Parle(E), Mumbai-400057

## Subject : Appointment as an " Assistant Professor in Electronics Engineering "

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electronics Engineering** at Atharva College of Engineering on a basic pay of Rs.17,047/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 08<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 30<sup>th</sup> April' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time. If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.

1



*[Signature]*  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI

7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy.
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty, Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
Principal

**Atharva College of Engineering**





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Tel.: +91-22-4029 4949 ● Tel. Fax : +91-22-40294911 ● Email : ace@atharvaeducation.com ● Website : www.atharvaeducation.com

Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 16/07/19 I Ameya Jadhav hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.

I agree to join by 16/07/19 Name :- Ameya Jadhav

Signature :- [Signature]



*Read and  
accepted  
[Signature]*



*[Signature]*  
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Ref : ACE/APP/1148/19

Date : 14<sup>th</sup> October' 2019

To,  
**Ms. Kavita Bani**  
**B-02, Kusum Bharti, Dattapada Road,**  
**Borivali East,**  
**Mumbai - 400 066.**

**Subject : Appointment as an " Assistant Professor in Electronics Engineering"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electronics Engineering** at Atharva College of Engineering on a basic pay of Rs.17,558/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 14<sup>th</sup> October' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 30<sup>th</sup> April' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time. If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
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6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to'time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
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  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Student's Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Handwritten Signature]*  
Principal

**Atharva College of Engineering**





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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 14/10/19 I Kavita Bani hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 14/10/19 Name :- Kavita Bani

Signature :- [Signature]

*Received & accepted*



*[Signature]*  
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MUMBAI



10

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Ref :ACE/APP/1007/19

Date : 16<sup>th</sup> July' 2019

To,  
Mr. Sarang Kulkarni,  
B-106, Shivam CHS, Vichumbe,  
New Panvel-410206

**Subject : Appointment as an " Assistant Professor in Electronics Engineering"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electronics Engineering** at Atharva College of Engineering on a basic pay of Rs.16,550/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000 /- w.e.f. 10<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 30<sup>th</sup> April' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity./any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
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7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
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14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in.class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
 PRINCIPAL  
 ATHARVA COLLEGE OF ENGINEERING  
 MUMBAI



*[Signature]*  
 Principal

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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 10/7/19 I Sarang Kulkarni hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.

I agree to join by 10/7/19 Name :- Sarang Kulkarni

Signature :- 



Received & Accepted  
  
11/9/19  
(Sarang Kulkarni)



  
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Ref :ACE/APP/1128/19

Date : 26<sup>th</sup> September' 2019

To,  
Mr.Kishor Bhosale  
Chamak Kh,Dist-Amravati,  
AT Post-Chamak Bk,  
Maharashtra-444806

**Subject : Appointment as an " Assistant Professor in Electronics Engineering"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electronics Engineering** at Atharva College of Engineering on a basic pay of Rs.17,047/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 24<sup>th</sup> September' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 30<sup>th</sup> April' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
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6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
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10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
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  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI



*[Signature]*  
Principal

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**Consent Statement by Appointee**

By this appointment letter dated 24 Sep 2019 Kishor Bhasak hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 24 Sep 2019 Name :- Kishor Bhasak

Signature :- [Signature]

*Received & accepted*  
[Signature]



[Signature]  
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Ref :ACE/APP/1143/19

Date : 07<sup>th</sup> October' 2019

To,  
Mr. Mohan Kumar  
A6/702, Swastik Residency,  
Behind Muchalla Polytechnic,  
Kasar Vadali, Ghodbunder Road,  
Thane (West).

**Subject : Appointment as an " Assistant Professor in Electronics & Tele-Communication "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electronics & Tele-Communication** at Atharva College of Engineering on a basic pay of Rs.20,356/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 07<sup>th</sup> October' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to **06<sup>th</sup> September' 2020**. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time. If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
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**Consent Statement by Appointee**

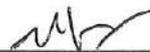
By this appointment letter dated 07/10/19 I MOHAMMAD WUMBAR hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 07/10/19 Name :- MOHAMMAD WUMBAR.

Signature :- 



*Accepted and  
Received.*



  
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Ref :ACE/APP/1070/19

Date : 13<sup>th</sup> August' 2019

To,  
Ms. Jyoti Kolap  
Room No.223, H1/15,  
Hill side Area, IIT Bombay,  
Powai Mumbai.

**Subject : Appointment as an " Assistant Professor in Electronics & Tele-Communication "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electronics & Tele-Communication** at Atharva College of Engineering on a basic pay of Rs.20,967/- p.m. in the pay scale of Rs. (15600-39100)AGP 8000/- w.e.f. 03<sup>rd</sup> June' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 30<sup>th</sup> April' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



*[Signature]*  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI

7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
 PRINCIPAL  
 ATHARVA COLLEGE OF ENGINEERING  
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*[Signature]*  
 Principal

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1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 13/08/19 I Jyoti k. Kolap hereby accept to and give my consent on the Terms & Conditions mentioned here/above. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 03/06/19 Name :- Jyoti k. Kolap

Signature :- 

*Received & accepted.*



  
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Ref :ACE/APP/992/19

Date : 16<sup>th</sup> July' 2019

To,  
Ms. Gauri Umesh Salunkhe  
A/302, Sucheta CHS,  
Chandan Wadi, Patil Wadi,  
Thane (West) – 400 601

**Subject : Appointment as an " Assistant Professor in Electronics & Tele-Communication "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electronics & Tele-Communication** at Atharva College of Engineering on a basic pay of Rs.18,628/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 08<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to **31<sup>st</sup> May' 2020**. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
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1. Accounts Section
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**Consent Statement by Appointee**

By this appointment letter dated 16<sup>th</sup>/07/19 I Gauri Salunkhe hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 8/7/19 Name :- Gauri Salunkhe

Signature :- Gauri Received & accepted



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Ref : ACE/APP/993/19

Date : 16<sup>th</sup> July' 2019

To,  
Mrs. Jyoti Dange  
Solitair I, 2/101, Poonam Garden,  
Near S. K. Stone Bus Stop,  
Mira - Bhayander Road,  
Mira Road. Dist - Thane.

**Subject : Appointment as an " Assistant Professor in Electronics & Tele-Communication "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electronics & Tele-Communication** at Atharva College of Engineering on a basic pay of Rs.18,085/-p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 08<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 30<sup>th</sup> April' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time. If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



  
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7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content- delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
Principal

**Atharva College of Engineering**

2



*[Signature]*  
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Tel.: +91-22-4029 4949 ● Tel. Fax : +91-22-40294911 ● Email : ace@atharvaeducation.com ● Website : www.atharvaeducation.com

Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 16/07/19 I JYOTI DANGE hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or In case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 8/07/2019 Name :- JYOTI DANGE

Signature :-



Received



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Ref :ACE/APP/994/19

Date : 16<sup>th</sup> July' 2019

To,  
Mrs. Mahalaxmi Palinje  
004, Panchamrut Chs, N.L. Complex,  
Anand Naga, Dahisar (East)  
Mumbai-400068

**Subject : Appointment as an " Assistant Professor in Electronics & Tele-Communication "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electronics & Tele-Communication** at Atharva College of Engineering on a basic pay of Rs.18,085/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 08<sup>th</sup> July' 2019.

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3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
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7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
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13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



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*[Signature]*  
Principal

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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 16/7/19 I Mahalaxmi Paliye hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 8/7/19 Name :- Mahalaxmi Paliye

Signature :- [Signature]

Received & Accepted,



[Signature]  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI



6

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Ref :ACE/APP/1126/19

Date : 26<sup>th</sup> September' 2019

To,  
**Ms. Jyoti Mali**  
**312-C, Shyam Garden,**  
**Virat Nagar, Virar (West),**  
**Thane - 401 303.**

**Subject : Appointment as an " Assistant Professor in Electronics & Tele-Communication "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electronics & Tele-Communication** at Atharva College of Engineering on a basic pay of **Rs.17,047/- p.m.** in the pay scale of **Rs. (15600-39100)AGP 6000/-** w.e.f. **25<sup>th</sup> September' 2019.**

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to **24<sup>th</sup> August' 2020.** Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
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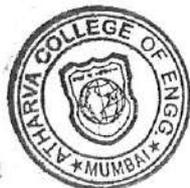
  
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MUMBAI

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  1. Quality & standard of delivering lesson plan ( subject related Content delivery in.class)
  2. Students attendance percentage in Class & result of the subject taught.
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  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
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  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI



*[Signature]*  
Principal

Atharva College of Engineering

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Copy to :-

1. Accounts Section
2. Establishment File

### Consent Statement by Appointee

By this appointment letter dated 25/9/19 I Ms Jyoti Mali hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 25/9/19 Name :- Ms Jyoti Mali

Signature :- Jyoti

Accepted &  
Received  
Jyoti  
25/9/19



Principals  
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ATHARVA COLLEGE OF ENGINEERING  
MUMBAI



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Ref : ACE/APP/995/19

Date : 16<sup>th</sup> July' 2019

To,  
Mr. Nilesh Gode  
C/O. Pankaj Sultane,  
Flat No. 403, Maitri Street Apt.,  
Plot No. 69 & 70, Opp. Khandeshwar Station,  
Kamothe, Navi Mumbai.

**Subject : Appointment as an " Assistant Professor in Electronics & Tele-Communication "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electronics & Tele-Communication** at Atharva College of Engineering on a basic pay of Rs.18,085/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 08<sup>th</sup> July' 2019.

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11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
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13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI



*[Signature]*  
Principal

Atharva College of Engineering



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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 08/07/2019 Nilesh R. Gode hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be Immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 08/07/2019 Name :- Nilesh R. Gode

Signature :- [Signature]  
08/07/2019

*Receipt  
Accepted..*



*[Signature]*  
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ATHARVA COLLEGE OF ENGINEERING  
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Ref :ACE/APP/1000/19

Date : 16<sup>th</sup> July' 2019

To,  
**Ms.Supriya Dicholkar**  
**Anand B-17,B Wing,**  
**302 Gokuldhham**  
**Goregaon (E)Mumbai-400063**

**Subject : Appointment as an " Assistant Professor in Electronics & Tele-Communication "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electronics & Tele-Communication** at Atharva College of Engineering on a basic pay of **Rs.16,068/- p.m.** in the pay scale of **Rs. (15600-39100)AGP 6000/- w.e.f. 08<sup>th</sup> July' 2019.**

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to **30<sup>th</sup> April' 2020.** Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



  
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**MUMBAI**

7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
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*[Signature]*  
Principal

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1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 16<sup>th</sup> July 19 I Supriya Dicholkar hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 8<sup>th</sup> July 19 Name :- Supriya Dicholkar

Signature :- Dicholkar



*Dicholkar.*  
*Received & Accepted*  
*[Supriya Dicholkar]*



*[Signature]*  
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Ref :ACE/APP/1002/19

Date : 16<sup>th</sup> July' 2019

To,  
Ms.Jyoti Gurav  
Room No 2,Pawan Cottage,  
Malvani Church,Malad (W)  
Mumbai-400095

**Subject : Appointment as an " Assistant Professor in Electronics & Tele-Communication "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electronics & Tele-Communication** at Atharva College of Engineering on a basic pay of Rs.16,550/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 08<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to **31<sup>st</sup> May' 2020**. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class).
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
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1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 16/07/2019 I Jyoti J. GURAW hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 08/07/2019 Name :- Jyoti J. GURAW

Signature :- 

Received & accepted



  
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Ref : ACE/APP/1003/19

Date : 16<sup>th</sup> July' 2019

To,  
Mrs. Shikha Malik  
B-103 Poornima Buildin,  
Vasant Utsav, Thakur Village  
Kandivali (East) Mumbai 400101.

**Subject : Appointment as an " Assistant Professor in Electronics & Tele-Communication "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electronics & Tele-Communication** at Atharva College of Engineering on a basic pay of Rs.16,550/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 08<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 31<sup>st</sup> May' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.

Accepted and  
Received  
Shikha  
29/8/19

1



*Principals*  
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MUMBAI

7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
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13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
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  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
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  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
Principal  
Atharva College of Engineering



*[Signature]*  
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**Consent Statement by Appointee**

By this appointment letter dated 16 July 2019 Shikha Malik hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.

I agree to join by 8 July 2019 Name :- Shikha Malik

Signature :- Shikha



Accepted  
and Received  
Shikha  
29/8/19



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Tel.: +91-22-4029 4949 ● Tel. Fax : +91-22-40294911 ● Email : ace@atharvaeducation.com ● Website : www.atharvaeducation.com

Ref :ACE/APP/1004/19

Date : 16<sup>th</sup> July' 2019

To,  
**Ms.Ruchi Chauhan**  
**LILAC-303 Bldg 10,Sect-R12,**  
**Chandivali farm Rd,**  
**Chandivali Andheri Mumbai 400012.**

**Subject : Appointment as an " Assistant Professor in Electronics & Tele-Communication "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electronics & Tele-Communication** at Atharva College of Engineering on a basic pay of Rs.15,600/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 08<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 30<sup>th</sup> April' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



  
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7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Handwritten Signature]*  
Principal

**Atharva College of Engineering**

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*[Handwritten Signature]*  
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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 8<sup>th</sup> July 19 I Ruchi Chauhan hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.

I agree to join by 8<sup>th</sup> July 19 Name :- Ruchi Chauhan

Signature :- Ruchi  
29/8/19



Received  
&  
Accepted

Ruchi  
29/8/19



Ruchi  
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**Ref :ACE/APP/966/19**

**Date : 16<sup>th</sup> July' 2019**

**To,**  
**Mr. Vivek Ramakrishnan**  
**B-106 Sri swami Kopar Road,**  
**Near Amba Bhavani Mandir**  
**Dombivali West Maharashtra 421202**

**Subject : Appointment as an " Assistant Professor in Electronics & Tele-Communication "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electronics & Tele-Communication** at Atharva College of Engineering on a basic pay of **Rs.15,600/- p.m.** in the pay scale of **Rs. (15600-39100) AGP 6000/- w.e.f. 08<sup>th</sup> July' 2019.**

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to **31<sup>st</sup> May' 2020.** Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
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11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
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14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit-basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
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  9. Students Feedback
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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 16/7/19 I VIVEK R. hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.

I agree to join by 8/7/19 Name :- VIVEK RAMAKRISHNAN

Signature :- Vivin



Accepted and  
Received  
Vivin  
29/08/19



Rli  
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Ref :ACE/APP/968/19

Date : 16<sup>th</sup> July' 2019

To,  
Ms.Shweta Kulbhushan Deshmukh  
B-304 Raagini Vasant Utsav CHS Limited,  
Near Thakur Stadium Thakur Village  
Mumbai-400101

**Subject : Appointment as an " Assistant Professor in Electronics & Tele-Communication "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electronics & Tele-Communication** at Atharva College of Engineering on a basic pay of Rs.15,600/- p.m. in the pay scale of Rs. (15600-39100) AGP 6000/-w.e.f. 08<sup>th</sup> July' 2019.

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14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class).
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
Principal

**Atharva College of Engineering**



*[Signature]*  
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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 08.07.19 I Shweta Deshmukh hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 8.07.19 Name :- Mrs. Shweta K. Deshmukh.

Signature :- S.K. Deshmukh

Accepted & Received.



[Signature]  
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14

# Atharva Educational Trust's Atharva College of Engineering

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Ref :ACE/APP/967/19

Date : 16<sup>th</sup> July' 2019

To,  
Ms.Gauri Vaidya  
A-703,Sahayog Society,  
Shastri Nagar, Goregaon West  
Mumbai

**Subject : Appointment as an " Assistant Professor in Electronics & Tele-Communication "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electronics & Tele-Communication** at Atharva College of Engineering on a basic pay of Rs.15,600/-p.m. in the pay scale of Rs.(15600-39100) AGP 6000/- w.e.f. 08<sup>th</sup> July' 2019.

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9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



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MUMBAI

*[Signature]*  
Principal

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Copy to :-

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2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 8/07/2019 I Gauri Vaicidya hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.

I agree to join by 8/07/2019 Name :- Gauri Vaicidya

Signature :- Gauri



Received & accepted.  
29/08/2019



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Ref :ACE/APP/969/19

Date : 16<sup>th</sup> July' 2019

To,

Ms. Joslyn Benalva Gracias

Dhanlaxmi CHS, Flat No 10, Sector 2,

Kandivali West Mumbai-4000687

**Subject : Appointment as an " Assistant Professor in Electronics & Tele-Communication "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electronics & Tele-Communication** at Atharva College of Engineering on a basic pay of Rs.15,600/-p.m. in the pay scale of Rs. (15600-39100) AGP 6000/- w.e.f. 09<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 31<sup>st</sup> May' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
Principal

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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 16<sup>th</sup> July 19 I JOSLYN BENALVA GRACIAS hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 9<sup>th</sup> July 2019 Name :- JOSLYN BENALVA GRACIAS

Signature :-



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ATHARVA COLLEGE OF ENGINEERING  
MUMBAI

Received and Accepted

T



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Ref :ACE/APP/1107/19

Date : 18<sup>th</sup> September' 2019

To,  
Ms.Ancy Odneil Misquitta  
W/O Odneil Misquitta  
Near Vijay Tiles Chawadi  
Wadi Papdy Vasai West Palghar

**Subject : Appointment as an " Assistant Professor in Electronics & Tele-Communication "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electronics & Tele-Communication** at Atharva College of Engineering on a basic pay of Rs.15,600/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 18<sup>th</sup> September' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 31<sup>st</sup> May' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



*[Signature]*  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI

7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
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13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
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1. Accounts Section
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Consent Statement by Appointee

By this appointment letter dated 18<sup>th</sup> sept '19 Ancy O. Misquitta hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

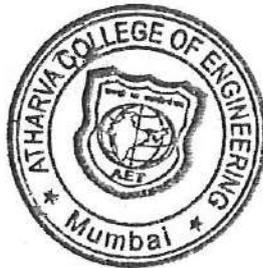
- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 18<sup>th</sup> sept '19 Name :- Ancy O. Misquitta

Signature :-



Accepted &  
Received



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17

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Ref :ACE/APP/07/20

Date : 06<sup>th</sup> January' 2020

To,  
**Ms.Hemlata Mahesh Mote**  
**Flat No 604,B Wing, Jasmine Tower,**  
**Siddheshwar Gardens,Kolshet Road**  
**Thane West 400607**

**Subject : Appointment as an " Assistant Professor in Electronics & Tele-Communication "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electronics & Tele-Communication** at Atharva College of Engineering on a basic pay of **Rs.17,047/-** p.m. in the pay scale of **Rs. (15600-39100)AGP 8000/-** w.e.f. **06<sup>th</sup> January' 2020.**

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to **05<sup>th</sup> December' 2020.** Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time. If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



  
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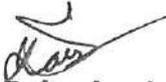
7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
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11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
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  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
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Copy to :-

1. Accounts Section
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**Consent Statement by Appointee**

By this appointment letter dated 6/1/2020 I Hemalata M. mote hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 6/1/2020 Name :- Hemalata M. mote

Signature :- [Signature]  
*Accepted & Received.*



[Signature]  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI



Atharva Educational Trust's

# Atharva College of Engineering

(ISO 9001-2015, AQA International Certified Institute)

Approved by AICTE, DTE & Affiliated to University of Mumbai

S. No. 263, Plot No. 8-12, Malad-Marve Road, Charkop Naka, Malad (West), Mumbai - 400 095, INDIA  
Tel.: +91-22-4029 4949 • Tel. Fax : +91-22-40294911 • Email : ace@atharvaeducation.com • Website : www.atharvaeducation.com

Ref :ACE/APP/33/20

Date : 13<sup>th</sup> January' 2020

To,  
Ms. Dhanashree Pimpalshende  
Flat Bo.1 Shree Krishna Apt  
Shree Krishna Society,  
Borivali East Mumbai.

**Subject : Appointment as an " Assistant Professor in Electronics & Tele-Communication "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electronics & Tele-Communication** at Atharva College of Engineering on a basic pay of Rs.16,550/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 13<sup>th</sup> January' 2020.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 12<sup>th</sup> December'2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



*[Signature]*  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI

7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
 PRINCIPAL  
 ATHARVA COLLEGE OF ENGINEERING  
 MUMBAI



2

*[Signature]*  
 Principal

**Atharva College of Engineering**



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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 13/1/2020 I Dhanashree Pimpalshende hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 13/1/2020 Name :- Dhanashree Pimpalshende

Signature :- *Pinnale*  
20/1/2020

Received  
&  
accepted  
*Pinnale*



*Pinnale*  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI



Ref :ACE/APP/996/19

Date : 16<sup>th</sup> July' 2019

To,  
Ms. Prajakta Pawar  
128/41, Prabodhan CHS.,  
Sector No.1, Charkop,  
Kandivali (West), Mumbai – 400 067.

**Subject : Appointment as an " Assistant Professor in Electronics & Tele-Communication "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electronics & Tele-Communication** at Atharva College of Engineering on a basic pay of Rs.17,047/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 11<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 30<sup>th</sup> April' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



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MUMBAI



*[Signature]*  
Principal

**Atharva College of Engineering**



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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 11 July 2019 I Prof. Pradipkumar V. Pawar hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.

I agree to join by 11 July 2019 Name :- Prof. Pradipkumar V. Pawar

Signature :- *Pawar*  
29/7/19



Received & accepted  
*Pawar*  
29/7/19



*Pawar*  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI



①

# Atharva Educational Trust's Atharva College of Engineering

(ISO 9001-2000, AQA International Certified Institute)

**Approved by AICTE, DTE & Affiliated to University of Mumbai**

S. NO. 263, Plot No. 8-12, Malad-Marve Road, Charkop Naka, Malad (West), Mumbai - 400 095, INDIA.  
Tel : +91-22-2864 4100 / 5100 • Tel Fax : + 91-22-2808 4577 • E mail : ace@atharvaeducation.com • Web site : www.atharvaeducation.com

Ref. No.: ACE/APP/482/07

Date: 25/06/2007

To,  
Mr. Mahendra Patil

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**SUB: - APPOINTMENT ON PROBATION TO THE POST OF LECTURER AT  
ATHARVA COLLEGE OF ENGINEERING.**

With reference to your application, and your interview dated 14/06/07 before the university selection committee the Secretary is pleased to inform you that you are, here by appointed as Lecturer in Computer Engineering with effect from 02/07/2007 as per the following terms and conditions,

- 1) Basic pay of Rs.8,000/- in the pay scale of Rs.8,000-275-13500 Plus allowances as prescribed by the Government of Maharashtra from time to time.
- 2) You will have to give one month's notice OR one month's salary in lieu of the notice, to the Society while resigning the job. It is desirable that one does not leave the job during the teaching session. The chairperson however has discretion to relax this condition.
- 3) Your services may be terminated without any notice and without assigning any reason, in the event it is observed that your performance is not satisfactory and/or your behavior is not suitable in the interest of the Trust / college.
- 4) Your continuous unauthorized absence from duty will lead to termination of your services, effective from the date from which you may remain absent from duty.
- 5) Your services will be governed by the provisions of Mumbai University Act, 1994, and the Statutes, including Manuals, Ordinances, Regulations, Rules, Notifications, Directions and /or orders of the University, the All India Council for Technical Education, the Directorate of Technical Education and/or of such other or further public Bodies and/or Authorities as may be formed, now or in future to control and regulate technical education, that is the education in Engineering Technology and its institutions in the State of Maharashtra and /or Union of India.
- 6) Your services will be also governed by the Rules of the Governing Body, not inconsistent with those obtaining in Clause 5 herein before.



Page 1 of 2



  
PRINCIPAL  
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MUMBAI



Atharva Educational Trust's  
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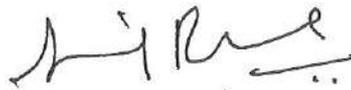
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- 7) In additions to the terms and conditions, Teaching Staff members are not allowed to engage Coaching Classes / Lectures or any other assignments prejudicial to the interest of the college without the permission of the Principal / Management.
- 8) Your appointment is subject to approval from the University of Mumbai, DTE and AICTE from time to time.
- 9) After the completion of the probation period of two years, you will be confirmed in the existing scale subject to satisfactory performance in the probation period. After confirmation your services may be terminated for unsatisfactory performance in work, lack of punctuality, unauthorized absence, dis-obedience, non observance of code of conduct etc.
- 10) If you fail to report for duty within fifteen days, the order will be treated as cancelled. In case you need extension in time limit for joining the duties, you will have to apply in writing to the President / Secretary to the Trust within the above mentioned time limit. The Trust has the discretion to accept or reject such request for extension of time limits.
- 11) If your acceptance is not received within time limit your appointment is liable to be cancelled or withdrawn.

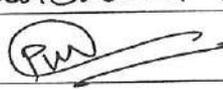


  
SECRETARY  
Atharva Educational Trust

Copy to: 1. Accounts Section.  
2. Establishment file.

**Consent Statement by Appointee:-**

I hereby accept the appointment for the said post as per the terms and Conditions mentioned in the Letter , and I am joining my duty from 02/07/2007

Name : Mahendra S. Patil  
Signature :   
Date : 02/07/2007

Page 2 of 2



  
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MUMBAI



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Tel.: +91-22-4029 4949 • Tel. Fax : +91-22-40294911 • Email : ace@atharvaeducation.com • Website : www.atharvaeducation.com

Ref :ACE/APP/1186/19

Date :23<sup>rd</sup> December' 2019

To,  
Mrs. Bhavana Arora  
601, Aquarius, Marve Road,  
Malad (West), Mumbai – 400 095.

## Subject : Appointment as an " Assistant Professor in Computer Engineering"

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Computer Engineering** at Atharva College of Engineering on a basic pay of **Rs.17,047/- p.m.** in the pay scale of **Rs. (15600-39100)AGP 6000/- w.e.f. 03<sup>rd</sup> December' 2019.**

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to **02<sup>nd</sup> November' 2020.** Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.
7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of

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MUMBAI

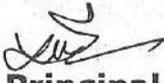
misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.

8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
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Principal

**Atharva College of Engineering**





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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 3/12/19 I Bhavna Arora hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 3/12/19 Name :- Bhavna Arora

Signature :- Bhavna

*Accepted & Received.*



*Bhavna*  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI





3

Atharva Educational Trust's  
**Atharva College of Engineering**

(ISO 9001-2000, AQA International Certified Institute)

Approved by AICTE, DTE & Affiliated to University of Mumbai

S. No. 263, Plot No. 8-12, Malad-Marve Road, Charkop Naka, Malad (West), Mumbai - 400 095, INDIA  
Tel.: +91-22-4029 4949 ● Tel. Fax : +91-22-40294911 ● Email : ace@atharvaeducation.com ● Website : www.atharvaeducation.com

Ref : ACE/APP/972/19

Date : 16<sup>th</sup> July' 2019

To,  
Mrs. Shweta Sharma  
A-204, Libra CHS. Ltd.  
Jankalyan Nagar,  
Off. Marve Road, Malad (West).  
Mumbai- 400 095.

**Subject : Appointment as an " Assistant Professor in Computer Engineering"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Computer Engineering** at Atharva College of Engineering on a basic pay of Rs.18,085/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 08<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to **31<sup>st</sup> May' 2020**. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
**PRINCIPAL**  
 ATHARVA COLLEGE OF ENGINEERING  
 MUMBAI



*[Signature]*  
**Principal**

**Atharva College of Engineering**



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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 16/7/19 I Shweta Sharma hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.

I agree to join by 08/07/19 Name :- Shweta Sharma

Signature :- Shweta Sharma

Accepted & Read  
Shweta Sharma



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MUMBAI



(4)

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Ref :ACE/APP/973/19

Date : 16<sup>th</sup> July' 2019

To,  
Mrs. Suvarna Yogesh Pansambal  
E / 404, Vidisha Shanti Niketan Complex,  
Mira-Bhayender road, Near Macdonalds,  
Miraroad(East) Thane – 401 107.

**Subject : Appointment as an " Assistant Professor in Computer Engineering"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Computer Engineering** at Atharva College of Engineering on a basic pay of Rs.18,628/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 09<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 31<sup>st</sup> May' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



  
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MUMBAI

7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
Principal

**Atharva College of Engineering**

2



*[Signature]*  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI



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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 16/7/2019 I Suvarna Pansambal hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 9/7/2019 Name :- Suvarna Yogesh Pansambal

Signature :- 



*Accepted & Received*



*Ali*  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI



5

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Ref :ACE/APP/975/19

Date : 16<sup>th</sup> July' 2019

To,  
Mrs. Neha Singh  
B-3/803, Ascent Residency,  
Near Poonam Nagar,  
Behind Majas Depot, Jogeshwari (E)  
Mumbai – 400 093.

**Subject : Appointment as an " Assistant Professor in Computer Engineering"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Computer Engineering** at Atharva College of Engineering on a basic pay of Rs.18,085/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 08<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 31<sup>st</sup> May' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.

1



PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI

Received  
30/8/19

7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
Principal

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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 26/7/2019 I Neha Singh hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 8<sup>th</sup> July 2019 Name :- Neha Singh

Signature :- 



  
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ATHARVA COLLEGE OF ENGINEERING  
MUMBAI

Received & Accepted  




Atharva Educational Trust's

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Tel.: +91-22-4029 4949 • Tel. Fax : +91-22-40294911 • Email : ace@atharvaeducation.com • Website : www.atharvaeducation.com

Ref :ACE/APP/1185/19

Date : 23<sup>rd</sup> December' 2019

To,  
Mrs. Neha Ghaisas  
A - 201, Sai Ashish 1,  
Veer Savarkar Road, Near Nancy Colony,  
Borivali (E), Mumbai – 400066.

## Subject : Appointment as an " Assistant Professor in Computer Engineering"

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Computer Engineering** at Atharva College of Engineering on a basic pay of **Rs.17,047/- p.m.** in the pay scale of **Rs. (15600-39100)AGP 6000/- w.e.f. 03<sup>rd</sup> December' 2019.**

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to **02<sup>nd</sup> November'2020.** Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time. If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



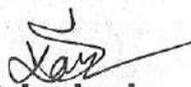
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*[Signature]*  
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7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.

  
Principal

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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 3/12/19 I Neha Varun Kunte hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 3/12/19 Name :- Neha Varun Kunte

Signature :-

N. Kunte

Accepted & Received



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7

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Ref :ACE/APP/983/19

Date : 16<sup>th</sup> July' 2019

To,  
**Ms. Sinu Mathew**  
A-1302, Akansha building, Prem Nagar,  
Near Shanti Garden, Mira Road (East),  
Thane – 401107.

**Subject : Appointment as an " Assistant Professor in Computer Engineering"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Computer Engineering** at Atharva College of Engineering on a basic pay of Rs.17,558/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 09<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 31<sup>st</sup> May' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage In Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % – A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
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Copy to :-

1. Accounts Section
2. Establishment File

Consent Statement by Appointee

By this appointment letter dated 09/07/2019 I Ms. Sini Mathew hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 09/07/2019 Name :- SINI MATHEW

Signature :- [Signature] 30/5/19 Accepted & Received



[Signature]  
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Ref :ACE/APP/1138/19

Date : 07<sup>th</sup> October' 2019

To,  
Ms.Nida Parkar  
Flat No.303,Lisbon Building,Shastri Nagar,  
Andheri(W)Mumbai-400053

**Subject : Appointment as an " Assistant Professor in Computer Engineering "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an Assistant Professor on an Ad-hoc basis in the department of Computer Engineering at Atharva College of Engineering on a basic pay of Rs.17,047/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 07<sup>th</sup> October' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 30<sup>th</sup> April' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session, The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.
7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of

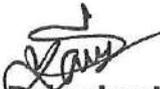


misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.

8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
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12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content/delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
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  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  - 8.Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 7/10/19 I Nida Parkar hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 7/10/19 Name :- Nida Parkar

Signature :-

N.Parkar



*Reviewed & Accepted*  
N.Parkar





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Ref : ACE/APP/1139/19

Date : 07<sup>th</sup> October' 2019

To,  
Ms. Divya Kumawat  
A-12, 401 Ritu Enclave, Anand Nagar,  
Near Mucchala Polytechnic,  
Godhbandar Road, Thane (W) Mumbai

**Subject : Appointment as an " Assistant Professor in Computer Engineering"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Computer Engineering** at Atharva College of Engineering on a basic pay of **Rs.17,047/- p.m.** in the pay scale of **Rs. (15600-39100)AGP 6000/- w.e.f. 07<sup>th</sup> October' 2019.**

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to **30<sup>th</sup> April' 2020**. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



*Ali*  
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7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
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9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
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  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
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  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
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  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
Principal

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Copy to :-

1. Accounts Section
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Consent Statement by Appointee

By this appointment letter dated 7/10/19 I Divya kumawat hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.

I agree to join by 7/10/19 Name :- Divya kumawat

Signature :- 



Received & Accepted  




  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI



10

Atharva Educational Trust's  
**Atharva College of Engineering**

(ISO 9001-2000, AQA International Certified Institute)

Approved by AICTE, DTE & Affiliated to University of Mumbai

S. No. 263, Plot No. 8-12, Malad-Marve Road, Charkop Naka, Malad (West), Mumbai - 400 095, INDIA  
Tel.: +91-22-4029 4949 ● Tel. Fax : +91-22-40294911 ● Email : ace@atharvaeducation.com ● Website : www.atharvaeducation.com

Ref :ACE/APP/977/19

Date : 16<sup>th</sup> July' 2019

To,  
**Mr. Santosh Dodamani**  
S/O M.C.Dodamani,#2829,  
Shri Maruti Nivas,Rajaji Nagar,  
K.E.B.Back side,Bagalkot Road,  
Vijayapur Pin-586109

**Subject : Appointment as an " Assistant Professor in Computer Engineering"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Computer Engineering** at Atharva College of Engineering on a basic pay of **Rs.19,187/- p.m.** in the pay scale of **Rs. (15600–39100)AGP 6000/-** w.e.f. **08<sup>th</sup> July' 2019.**

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to **31<sup>st</sup> May' 2020.** Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad–Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % -A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
Principal

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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated <sup>th</sup> 8 July 2019 SANTOSH DODAMANI hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by <sup>th</sup> 8 July 2019 Name :- SANTOSH DODAMANI

Signature :- [Signature]

Reviewed & Accepted

[Signature]  
[SANTOSH DODAMANI]



[Signature]  
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Ref: ACE/APP/978/19

Date: 16<sup>th</sup> July' 2019

To,  
**Dr. Mamta Meena**  
**A 2/84, Asmita Jyoti**  
**Housing Society,**  
**Malad (West), Mumbai- 400 095.**

## Subject : Appointment as an "Assistant Professor in Computer Engineering"

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Computer Engineering** at Atharva College of Engineering on a basic pay of Rs.17,047/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 08<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to **31<sup>st</sup> May' 2020**. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time. If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.
7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of



  
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- misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
  9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
  10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
  11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
  12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
  13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
  14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
    1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
    2. Students attendance percentage in Class & result of the subject taught.
    3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
    4. Participation in CSR-initiatives as per the Institute policy
    5. Ph.D Completed / Ph.D Pursuing
    6. Attire, Grooming as appropriate to a faculty.
    7. Innovation tools used (technology / adopted) in teaching methodology.
    8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
    9. Students Feedback
    10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
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Copy to :-

1. Accounts Section
2. Establishment File

## Consent Statement by Appointee

By this appointment letter dated 8/7/19 I Manita Meena hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 8/7/19 Name :- Dr. Manita Meena

Signature :- Manita Meena

Accepted  
Received  
Manita Meena



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Ref :ACE/APP/979/19

Date : 16<sup>th</sup> July' 2019

To,  
**Mrs.Nikita Patil**  
**Room No 15,28 Tenament**  
**BMC Building Near India Bulls 1**  
**Parel (west) Mumbai- 400 013.**

**Subject : Appointment as an " Assistant Professor in Computer Engineering"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Computer Engineering** at Atharva College of Engineering on a basic pay of **Rs.16,068/- p.m.** in the pay scale of **Rs. (15600-39100)AGP 6000/- w.e.f. 08<sup>th</sup> July' 2019.**

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to **31<sup>st</sup> May' 2020.** Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
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7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
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9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 16/07/2019 I NIKITA H. PATIL hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 08/07/2019 Name :- NIKITA H. PATIL

Signature :- [Signature]

*Received and accepted.*



[Signature]  
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Ref : ACE/APP/980/19

Date : 16<sup>th</sup> July' 2019

To,  
**Ms.Priti Rumao**  
**303,Ram Chhaya,**  
**Vazira Naka,**  
**Borivali (w) Mumbai- 400 092.**

**Subject : Appointment as an " Assistant Professor in Computer Engineering"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Computer Engineering** at Atharva College of Engineering on a basic pay of **Rs.16,068/- p.m.** in the pay scale of **Rs. (15600-39100)AGP 6000/-w.e.f. 08<sup>th</sup> July' 2019.**

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
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3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
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6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



*[Signature]*  
**PRINCIPAL**  
**ATHARVA COLLEGE OF ENGINEERING**  
**MUMBAI**

7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment. i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan { subject related Content delivery in class}
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-Initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
Principal

**Atharva College of Engineering**





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**Consent Statement by Appointee**

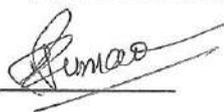
By this appointment letter dated 8/07/19 I Prati Rumao hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by \_\_\_\_\_ Name :- PRITI RUMAO

Signature :- 

*Received*  
*Prati Rumao*  




*Prati*  
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ATHARVA COLLEGE OF ENGINEERING  
MUMBAI



14

Atharva Educational Trust's  
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Ref :ACE/APP/981/19

Date : 16<sup>th</sup> July' 2019

To,  
Mrs.Tanvi Kapdi  
2306,Challenger Tower-1  
Thakur Village,Kandivali (E)  
Mumbai- 400 101.

**Subject : Appointment as an " Assistant Professor in Computer Engineering"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Computer Engineering** at Atharva College of Engineering on a basic pay of Rs.16,068/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 08<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 31<sup>st</sup> May' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



  
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7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
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14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
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  2. Students attendance percentage in Class & result of the subject taught.
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  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
Principal

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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 8<sup>th</sup> July 19 I Tanvi Kapdi hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 8<sup>th</sup> July '19 Name :- Tanvi Kapdi

Signature :- *Tanvi Kapdi*

*Accepted & Received*



*[Signature]*  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI



Ref :ACE/APP/982/19

Date : 16<sup>th</sup> July' 2019

To,  
**Mrs. Samidha Kurle**  
**E-1402, Manavsthal,**  
**New Mahakali Nagar,**  
**Malad West Mumbai – 400 095.**

**Subject : Appointment as an " Assistant Professor in Computer Engineering"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Computer Engineering** at Atharva College of Engineering on a basic pay of Rs.20,356/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 08<sup>th</sup> July' 2019.

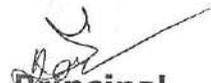
1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to **31<sup>st</sup> May' 2020**. Your appointment is strictly subject to fulfilment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
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13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
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  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
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  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
Principal

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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 16/07/2019 I Samidha Kurde hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 08/07/2019 Name :- Samidha Kurde

Signature :- Samidha

Accepted & received



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Ref : ACE/APP/1099/19

Date : 16<sup>th</sup> September' 2019

To,  
Ms. Varsha Salunkhe.  
003 Jay Maheshwar chsl  
Bapu Bagwe road, Kandarpada  
Dahisar (west) Mumbai

**Subject : Appointment as an " Assistant Professor in Computer Engineering"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Computer Engineering** at Atharva College of Engineering on a basic pay of Rs.16,068/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 16<sup>th</sup> September' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to **31<sup>st</sup> May' 2020**. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
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7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.



  
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17

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Ref : ACE/APP/09/20

Date : 06<sup>th</sup> January' 2020

To,  
**Ms. Pranali Prabhakar Bhusare**  
Kalyani Sankul Row, Houes N.9,  
Vanashri Colony, Ambad Link Rd,  
Nashik Maharashtra 422010

**Subject : Appointment as an " Assistant Professor in Computer Engineering "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Computer Engineering** at Atharva College of Engineering on a basic pay of Rs.15,600/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 06<sup>th</sup> January' 2020.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 05<sup>th</sup> December' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
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*Pranali*  
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MUMBAI

7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
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12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
 PRINCIPAL  
 ATHARVA COLLEGE OF ENGINEERING  
 MUMBAI



2

  
 Principal

**Atharva College of Engineering**



Atharva Educational Trust's  
**Atharva College of Engineering**

(ISO 9001-2015, AQA International Certified Institute)

Approved by AICTE, DTE & Affiliated to University of Mumbai

S. No. 263, Plot No. 8-12, Malad-Marve Road, Charkop Naka, Malad (West), Mumbai - 400 095, INDIA  
Tel.: +91-22-4029 4949 • Tel. Fax : +91-22-40294911 • Email : ace@atharvaeducation.com • Website : www.atharvaeducation.com

Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 6/1/20 I Pranali P. Bhusan hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 6/1/20 Name :- Pranali P. Bhusan

Signature :- [Signature]

Received. & Accepted



[Signature]  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI



18

# Atharva Educational Trust's Atharva College of Engineering

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Ref : ACE/APP/12/20

Date : 06<sup>th</sup> January' 2020

To,  
Ms. Ranjita Asati  
Flat No 504, CTS No 99,  
Mouza Somalwada Ranapratap  
Nagar, Nagpur Maharashtra-440022

**Subject : Appointment as an "Assistant Professor in Computer Engineering"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Computer Engineering** at Atharva College of Engineering on a basic pay of Rs.15,600/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 06<sup>th</sup> January' 2020.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 05<sup>th</sup> December' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time. If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



*[Signature]*  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI

7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
 PRINCIPAL  
 ATHARVA COLLEGE OF ENGINEERING  
 MUMBAI



  
 Principal

**Atharva College of Engineering**



Atharva Educational Trust's

# Atharva College of Engineering

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Copy to :-

1. Accounts Section
2. Establishment File

## Consent Statement by Appointee

By this appointment letter dated 6/11/2020 I Ranjita Asati hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 6/11/2020 Name :- Ranjita Asati

Signature :- *Ranjita Asati*

Accepted & Received  
*Ranjita Asati*



*Ranjita Asati*  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI



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Ref :ACE/APP/22/20

Date : 10<sup>th</sup> January' 2020

To,  
**Mr.Jignesh Rambhai Patel**  
**A-403,Sunrise Plaza Building,**  
**Kasturi Garden Swami**  
**Satya Nandji Maharaj Marg,**  
**Bhayander West Maharashtra 401101**

**Subject : Appointment as an " Assistant Professor in Computer Engineering"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Computer Engineering** at Atharva College of Engineering on a basic pay of **Rs.15,600/- p.m.** in the pay scale of **Rs. (15600-39100)AGP 6000/- w.e.f. 09<sup>th</sup> January' 2020.**

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to **08<sup>th</sup> December' 2020.** Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI



*[Signature]*  
**Principal**  
**Atharva College of Engineering**



# Atharva Educational Trust's Atharva College of Engineering

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Approved by AICTE, DTE & Affiliated to University of Mumbai

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Copy to :-

1. Accounts Section
2. Establishment File

### Consent Statement by Appointee

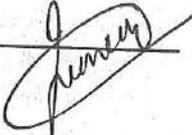
By this appointment letter dated 09/01/2020 I Jignesh R. Patel hereby accept to and give my consent on the Terms & Conditions mentioned hereinaabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 09/01/2020 Name :- Jignesh Rambhai Patel

Signature :- 



Accepted &  
Received



  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI



Atharva Educational Trust's  
**Atharva College Of Engineering**

Office: M. K. Highschool Compound, 2nd Floor, Factory Lane, Borivli (W), Mumbai - 400 092. ✦ Telfax : 898 62 30

OFFICE ORDER

DATE : 28.07.99

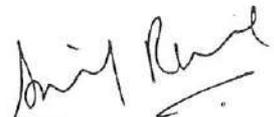
Ref no : ACE/ESTD/VB/99/045

Sub : Appointment to the post of Lecturer In Atharva Educational Trust's Atharva College Of Engineering , Mumbai on Adhoc-basis .

1. With reference to the interview at Atharva College of Engg , Mumbai . Shri/Smt./Kam. Dr. P.N. Nemade is hereby appointed on purely temporary basis for the academic year 1999 – 2000 , to the post of Lecturer in Atharva College of Engg, Mumbai , managed by Atharva Educational Trust He/She is requested to report on 30.07.1999 , failing which appointment order shall stand cancelled and candidate will lose his/her claim.
2. The appointee shall be eligible to draw a consolidated salary of Rs. 5500/- p.m. / a basic salary of Rs.        p.m. plus usual allowance as prescribed by the Trust from time to time .
3. The Trust reserves the right to terminate the services of the appointee without assigning any reason anytime during the academic session for unsatisfactory performance in teaching , lack of punctuality , unauthorized absence , dis-obedience , non-observance of code of conduct etc.
4. The appointment shall stand automatically terminated on 29<sup>th</sup> April 2000 without any notice. However , the appointee shall not be permitted to resign during the academic session without one month's notice in writing or payment of one month's salary in lieu thereof.
5. The appointee shall not engage any private tuition nor shall involve in private coaching classes nor shall accept any part time job without the prior written permission from the competent authority .



  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI

  
SUNIL RANE  
HON. SECRETARY

Copy forwarded to Shri/Smt./Kam. Dr. P.N. Nemade . He/She is requested to report duly to the Principal and receive further instructions regarding academic programme.

Copy forwarded to the Principal , Atharva College of Engineering , Mumbai for further information and necessary action.



Atharva Educational Trust's  
**Atharva College of Engineering**

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Tel.: +91-22-4029 4949 ● Tel. Fax : +91-22-40294911 ● Email : ace@atharvaeducation.com ● Website : www.atharvaeducation.com

Ref : ACE/APP/251/13

Date :15<sup>th</sup> March' 2013

To,  
Mr. S. P. Kallurkar  
4 Dodke Tower,  
Opp. Vardhaman Petrol Pump,  
Pune Mumbai Bypass Highway,  
Warje Marvadi,  
Pune-411058

**SUB: APPOINTMENT ON PROBATION TO THE POST OF PRINCIPAL AT  
ATHARVA COLLEGE OF ENGINEERING**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as a **Principal on Probation** period for Two Years at Atharva College of Engineering on a basic pay of **Rs. 67,551/-p.m.** in the pay scale of **Rs. 37400 - 10000 - 67000 /-** (Gross SalaryRs. 1,22,778/- & special Allowance 67,222/-) w.e.f. **15<sup>th</sup> March' 2013.**

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. Your appointment is subject to eligibility criteria, rules and regulation of AICTE, DTE MUMBAI UNIVERSITY and Atharva Educational Trust time to time. There will not be any claim on principal post after completion of the appointment letter and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the session. The chairperson however has discretion to relax this condition.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the recommendation of the management, you may granted further extension. However, the management reserves the right to offer/reject candidates for continuation.
4. Your services shall be terminated without any notice & assigning any reason, due to loss of confidence, gross negligence, in efficiency at work or any willful act of misconduct on your part.
5. You should not indulge in any other work either profitable or non profitable without the permission of the Trust or any activity which conflicts with the interest of the Trust or tarnishes the image of the Institute.
6. You shall hold yourself in readiness for any kind of training at any place or places whenever required.
7. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust



and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.

8. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
9. You are required to join your duties immediately. Your appointment will be effective from the date of joining.
10. Please acknowledge by signing and returning the duplicate here of in token of your having accepted the appointment and the terms and conditions pertaining there to.



SUNIL RANE  
Secretary  
Atharva Education Trust

Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the post as per the terms and Conditions mentioned in the letter.**

**I agree to join by** 15 March 2018.

**Name :-** S. P. Kallurkar.

**Signature :-**



PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI



® E-17764, Mumbai.

# Atharva Educational Trust

S. No. 263. Plot No. 8-12. Malad-Marve Road, Charkop Naka, Malad (West), Mumbai - 400 095.  
Tel.: 022-864 4100, 864 5100 • Telefax : 808 4577 • E-mail : atharvacollege@vsnl.net

OFFICE ORDER

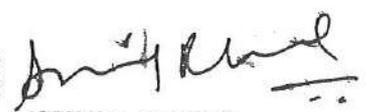
Date: 30/07/2003

Ref no: AET-ACE/ESTD/75-E

Subject: Appointment to the post of Lecturer in Chemistry in Atharva Educational Trust's, Atharva College of Engineering, Mumbai on Adhoc-basis.

1. With reference to the interview at the office of Atharva Educational Trust, Mumbai. Shri. / Smt. / Kym Sonawane B.B. is hereby appointed on purely temporary basis for the academic year 2003-2004, to the above post in Atharva College of Engineering, Mumbai, managed by Atharva Educational Trust. He / She is requested to report on 12-8-2003, failing which appointment order shall stand cancelled and candidate will lose his/her claim.
2. The appointee shall be eligible to draw a consolidated salary of Rs. 7756 - /- p.m. a basic salary of Rs. — /- p.m. plus usual allowance as prescribed by the Trust from time to time.
3. The Trust reserves the right to terminate the services of the appointee without assigning any reason anytime during the academic session for unsatisfactory performance in teaching, lack of punctuality, unauthorized absence, dis-obedience, non-observance of code of conduct etc.
4. The appointment shall stand automatically terminated on 29<sup>th</sup> April 2004 without any notice. However, the appointee shall not be permitted to resign during the academic session without one month's notice in writing or payment of one month's salary in lien thereof.
5. The appointee shall not engage any private tuition nor shall involve in private coaching classes nor shall accept any part time job without the prior written permission from the competent authority.
6. The appointee shall be transferable in any institute/college run by the AET. Wearing of Identity card in campus is compulsory for the identification & security purpose.



  
(SUNIL RANE)  
SECRETARY, AET

- Copy forwarded to Shri/Smt./Kym. Sonawane B.B. He/She is requested to report duly report to the Principal and receive further instructions regarding academic programme.
- Copy forwarded to the Principal. Atharva College of Engineering for further information and necessary action.



  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI



Atharva Educational Trust's  
**Atharva College of Engineering**

(ISO 9001-2000, AQA International Certified Institute)

Approved by AICTE, DTE & Affiliated to University of Mumbai

S. No. 263, Plot No. 8-12, Malad-Marve Road, Charkop Naka, Malad (West), Mumbai - 400 095, INDIA

Tel.: +91-22-4029 4949 ● Tel. Fax : +91-22-40294911 ● Email : ace@atharvaeducation.com ● Website : www.atharvaeducation.com  
Ref : ACE/APP/1142/19 Date : 07<sup>th</sup> October' 2019

To,  
Dr.Ritu Sharma  
B-1 Flat 101/02,shanti Garden,  
Sector -4, Mira Road (East),  
Thane 401107.

**Subject : Appointment as an "Associate Professor in Humanities & Applied Sciences"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Associate Professor** on an Ad-hoc basis in the department of **Humanities & Applied Sciences** for **subject of Communication Skill** at Atharva College of Engineering on a basic pay of Rs.40,868/-p.m. in the pay scale of Rs. (37400-67000)AGP 9000/- w.e.f. 07<sup>th</sup> October' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 06<sup>th</sup> September' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson, however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



  
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7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind, or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
Principal

**Atharva College of Engineering**





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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 7/10/19 I Dr. Ritu Sharma hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.

I agree to join by 7/10/19 Name :- Dr. Ritu Sharma

Signature :-

Ritu



Received and accepted



Ritu  
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ATHARVA COLLEGE OF ENGINEERING  
MUMBAI



5

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Ref : ACE/APP/1106/19 Date : 17 September 2019

**To,**  
**Mr.R. Sreedaran**  
**55-56, Landmark Tower CHS,**  
**Linking Road, Malad (West),**  
**Mumbai – 400 064..**

**Subject : Appointment as an "Assistant Professor in Humanities & Applied Sciences"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Humanities & Applied Sciences** at Atharva College of Engineering on a basic pay of Rs.26,560/-p.m. in the pay scale of Rs. (15600–39100)AGP 8000/- w.e.f. 10<sup>th</sup> September' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 09<sup>th</sup> August' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time. If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



  
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MUMBAI

7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full-time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % – A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
 PRINCIPAL  
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 MUMBAI



*[Signature]*  
 Principal

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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 10th Sep 2019 R. SREEDARAN hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 10th Sep 2019 Name :- R. SREEDARAN

Signature :- R. Sreedaran

*Received  
and accepted  
R. Sreedaran*



*[Signature]*  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI



Ref :ACE/APP/1080/19

Date : 20<sup>th</sup> August' 2019

To,  
Mr. Rajendra Mahajan  
C/o, Kailas Gangaram Bhadane,  
6/001, Vitthal Krupa,  
Behind Vitthal Temple, Virar (West),  
Dist. Thane - 401 303.

**Subject : Appointment as an "Assistant Professor in Humanities & Applied Sciences"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Humanities & Applied Sciences** for subject of **Communication Skill** at Atharva College of Engineering on a basic pay of Rs.18,085/-p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 01<sup>st</sup> June' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 30<sup>th</sup> April' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
  8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
  9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
  10. The appointment is on a full time basis and does not permit the holder to engage him/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
  11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
  12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
  13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
  14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
    1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
    2. Students attendance percentage in Class & result of the subject taught.
    3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
    4. Participation in CSR-initiatives as per the Institute policy
    5. Ph.D Completed / Ph.D Pursuing
    6. Attire, Grooming as appropriate to a faculty.
    7. Innovation tools used (technology / adopted) in teaching methodology.
    8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
    9. Students Feedback
    10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.
- All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.
15. Previous appointment letter,if any,is superseded by this appointment.



*[Handwritten Signature]*  
Principal

**Atharva College of Engineering**





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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 20 Aug 19 I Rajendra N. Mahajan hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 1 June 19 Name :- Rajendra N. Mahajan

Signature :- 



  
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MUMBAI

Accepted & Received



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Ref: ACE/APP/1034/19

Date : 01<sup>st</sup> August' 2019

To,  
**Ms. Dipa Patel**  
**A - 301, Audumber Apt.,**  
**Samel pada, Nallasopara (West),**  
**Thane - 401203 .**

**Subject : Appointment as an "Assistant Professor in Humanities & Applied Sciences"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Humanities & Applied Sciences Chemistry** at Atharva College of Engineering on a basic pay of Rs.16,550/-p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 01<sup>st</sup> August' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to **31<sup>st</sup> May' 2020**. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



*[Signature]*  
**PRINCIPAL**  
**ATHARVA COLLEGE OF ENGINEERING**  
**MUMBAI**

7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
 PRINCIPAL  
 ATHARVA COLLEGE OF ENGINEERING  
 MUMBAI



*[Signature]*  
 Principal

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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 1<sup>st</sup> August 2019 Dipa S. Patel hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by August 1<sup>st</sup> 2019 Name :- Dipa S. Patel

Signature :- Dipa

Received  
Dipa  




Dipa  
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Ref :ACE/APP/1076/19

Date : 20<sup>th</sup> August' 2019

To,  
Mr. Balaji Raosaheb Shinde  
Opp. St. Xaviers High School,  
Maschpada Rd., Kashigaon,  
Mira Rd. (E) – 40110.

**Subject : Appointment as an "Assistant Professor in Humanities & Applied Sciences"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Humanities & Applied Sciences for subject of Communication Skill** at Atharva College of Engineering on a basic pay of **Rs.17,047/-p.m.** in the pay scale of **Rs. (15600–39100)AGP 6000/- w.e.f. 08<sup>th</sup> August' 2019.**

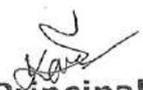
1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to **31<sup>st</sup> May' 2020.** Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time. If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage him/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 20/8/19 I B. R. Shinde hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 8 August 2019 Name :- B. R. Shinde

Signature :-

*[Handwritten Signature]*  
**Accepted & Received**



*[Handwritten Signature]*  
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Ref : ACE/APP/968-A/19

Date : 16<sup>th</sup> July' 2019

To,

Dr. Nidhi Gupta

Flat No 603, Building No.11

Sector-3, Shanti Garden

Mira Road (E), Thane, Mumbai-401107

**Subject : Appointment as an "Assistant Professor in Humanities & Applied Sciences"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Humanities & Applied Sciences Mathematics** at Atharva College of Engineering on a basic pay of Rs.17,558/-p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 08<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 30<sup>th</sup> April' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time. If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage In Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
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1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 8<sup>th</sup> July 19 Dr. Midha Auply hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.

I agree to join by 8<sup>th</sup> July 19 Name :- Dr. Midha Auply

Signature :- Midha Auply

Received & Accepted by  
Midha Auply



Dr. Midha Auply  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
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Ref : ACE/APP/990-A/19

Date : 16<sup>th</sup> July' 2019

To,  
Ms. Monika Shah  
C-303, Sonam Ganga Phase-14,  
New Golden Nest,  
Bhayander (E) Thane-401107

**Subject : Appointment as an "Assistant Professor in Humanities & Applied Sciences"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Humanities & Applied Sciences Mathematics** at Atharva College of Engineering on a basic pay of Rs.16,068/-p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 08<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 30<sup>th</sup> April' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time. If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
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13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
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**Consent Statement by Appointee**

By this appointment letter dated 16/07/19 I Momika Shah hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 08/07/2019 Name :- Momika Shah

Signature :-

Received & Accepted



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Tel.: +91-22-4029 4949 ● Tel. Fax : +91-22-40294911 ● Email : ace@atharvaeducation.com ● Website : www.atharvaeducation.com

Ref :ACE/APP/995-A/19

Date : 16<sup>th</sup> July' 2019

To,  
Dr.Jyoti Amare  
D-43,Plot no-127,  
Sec-01,Shri-siddhu CHS.  
Charkop Kandivali (W) Mumbai-400067

**Subject : Appointment as an "Assistant Professor in Humanities & Applied Sciences"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Humanities & Applied Sciences Physics** at Atharva College of Engineering on a basic pay of Rs.17,558/-p.m. in the pay scale of Rs. (15600-39100)AGP-6000/- w.e.f. 08<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 30<sup>th</sup> April' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



  
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7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
Principal

**Atharva College of Engineering**





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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 8<sup>th</sup> July 2019 I Dr. Jyoti Amare hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 8<sup>th</sup> July 2019 Name :- Dr. Jyoti Amare.

Signature :-

J Amare

Accepted & Received:



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(12)

# Atharva Educational Trust's Atharva College of Engineering

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Ref :ACE/APP/1033/19

Date : 01<sup>st</sup> August' 2019

To,

Mr.Ninad Mahadeshwar

2/501,Discovery,

Dattapada Rd

Borivali (W)Mumbai 400092

**Subject : Appointment as an "Assistant Professor in Humanities & Applied Sciences"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Humanities & Applied Sciences Mechanical** at Atharva College of Engineering on a basic pay of Rs.16,068/-p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 01<sup>st</sup> August' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to **31<sup>st</sup> May' 2020**. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
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6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



  
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7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
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9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
Principal

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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 1/8/19 I Ninad Mahadeshwar hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.

I agree to join by 01/8/19 Name :- Ninad Mahadeshwar

Signature :- 

Accepted & Received



  
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S. No. 263, Plot No. 8-12, Malad-Marve Road, Charkop Naka, Malad (West), Mumbai - 400 095, INDIA

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Ref :ACE/APP/1002-A/19

Date : 16<sup>th</sup> July' 2019

To,  
**Mr.Sameer katakdounde**  
**105,Shree om co.op.soc.**  
**Soni wadi,shimpoli road,**  
**Borivali (W)Mumbai 400092**

**Subject : Appointment as an "Assistant Professor in Humanities & Applied Sciences"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Humanities & Applied Sciences Mechanical** at Atharva College of Engineering on a basic pay of Rs.16,068/-p.m. in the pay scale of Rs. (15600/39100)AGP 6000/- w.e.f. 15<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to **31<sup>st</sup> May' 2020**. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
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9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
Principal

**Atharva College of Engineering**





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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 15 July 2019 I Sameer Katakdonde hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 15<sup>th</sup> July 2019 Name :- Sameer Katakdonde

Signature :- *Sameer Katakdonde*



Received Accepted



*Principals*  
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Ref: ACE/APP/1032/19

Date : 01<sup>st</sup> August' 2019

To,  
Mrs Abhilasha Saini  
A1/B-504, LIC Quarters,  
Kandarpada Dahisar(W)  
Mumbai 400068

**Subject : Appointment as an "Assistant Professor in Humanities & Applied Sciences"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Humanities & Applied Sciences Physics** at Atharva College of Engineering on a basic pay of Rs.16,068/-p.m. in the pay scale of Rs. (15600-39100)AGP 6000/-w.e.f. 01<sup>st</sup> August' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 30<sup>th</sup> April' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time. If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



  
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7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
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13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
Principal  
Atharva College of Engineering

2



*[Signature]*  
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**Consent Statement by Appointee**

By this appointment letter dated 01/08/19 I Abhilasha Saini hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 01/08/2019 Name :- Abhilasha Saini

Signature :- *Abhilasha Saini*

*Accepted & Received.*



*Abhilasha Saini*  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI



To,  
Mr. Ramkrushna More  
Lane No-4, Near Mandir  
Tishgaon Kalyan

**Subject : Appointment as an "Assistant Professor in Humanities & Applied Sciences"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Humanities & Applied Sciences Mechanical** at Atharva College of Engineering on a basic pay of Rs.16,068/-p.m. in the pay scale of Rs. (15600-39100)AGP-6000/- w.e.f. 01<sup>st</sup> August' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 31<sup>st</sup> May' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
Principal

**Atharva College of Engineering**

2



*[Signature]*  
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Copy to :-

1. Accounts Section
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**Consent Statement by Appointee**

By this appointment letter dated 01 Aug 19 I Ramkeshna Mose hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.

I agree to join by 1<sup>st</sup> Aug 19 Name :- Ramkeshna Mose

Signature :- [Signature]

*Received & accepted.*  
[Signature]



[Signature]  
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Ref :ACE/APP/10/20

Date : 06<sup>th</sup> January' 2020

To,  
**Dr.Sudipta Roy Chowdhury**  
39 N.L. Mitra Lane  
Regent Park,Regent Park S.O  
Kolkata West Bengal 700040

**Subject : Appointment as an "Assistant Professor in Humanities & Applied Sciences"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Humanities & Applied Sciences Mathematics for subject of Communication Skill** at Atharva College of Engineering on a basic pay of **Rs.16,550/-p.m.** in the pay scale of **Rs. (15600–39100)AGP 6000/- w.e.f. 06<sup>th</sup> January' 2020.**

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to **05<sup>th</sup> December' 2020.** Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



  
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7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
Principal

**Atharva College of Engineering**



  
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**Consent Statement by Appointee**

By this appointment letter dated 6/01/2020 I Dr. Sudipta Ray Chowdhury hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 6<sup>th</sup> Jan 2020 Name :- Dr. Sudipta Ray Chowdhury

Signature :- Sudipta Ray Chowdhury

*accepted &  
received  
Sudipta Ray Chowdhury*



*[Signature]*  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
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(17)

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Ref :ACE/APP/23/20

Date : 10<sup>th</sup> January' 2020

To,  
**Ms.Chanchal Garodia**  
**Flat No 63,Bharat Apartment**  
**Sector 13,Rohini,Rohini Sector-7,**  
**North West Delhi,Delhi 110085**

**Subject : Appointment as an "Assistant Professor in Humanities & Applied Sciences"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Humanities & Applied Sciences Mathematics** at Atharva College of Engineering on a basic pay of Rs.15,600/-p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 10<sup>th</sup> January' 2020.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 09<sup>th</sup> December' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time. If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
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**Consent Statement by Appointee**

By this appointment letter dated 10/1/2020 I CHANCHAL GARODIA hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately-applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 10/1/2020 Name :- CHANCHAL GARODIA

Signature :- Chanchal



*Accepted  
Received*



*[Signature]*  
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Ref :ACE/APP/29/20

Date : 13<sup>th</sup> January' 2020

To,  
**Ms. Deepika Mitul Panchal**  
**B-10 Wimla CHS, Marve Road,**  
**Malad West Near Malad Gymkhana**  
**Mumbai Maharashtra-400064**

**Subject : Appointment as an "Assistant Professor in Humanities & Applied Sciences"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Humanities & Applied Sciences Mathematics** at Atharva College of Engineering on a basic pay of Rs.15,600/-p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 13<sup>th</sup> January' 2020.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 12<sup>th</sup> December' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.

Accepted & Received

*Sanjay*  
17/1/2020



*Principals*  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI

7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

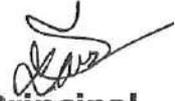
All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
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2

  
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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 13<sup>th</sup> Jan 2020 I Deepika. Panchal hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 13<sup>th</sup> Jan 2020 Name :- Mrs. Deepika. M. Panchal

Signature :- [Signature]



[Signature]  
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(19)

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Ref : ACE/APP/30/20

Date : 13<sup>th</sup> January' 2020

To,  
Mr. Yogendra Rajpati Vishwakarma  
Room No 32, Bhanu Park, Navghar Road,  
Opp Siddhivinayak Hospital, Thane  
Bhayandar East Maharashtra 401105

**Subject : Appointment as an "Assistant Professor in Humanities & Applied Sciences"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Humanities & Applied Sciences Mathematics** at Atharva College of Engineering on a basic pay of Rs.15,600/-p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 13<sup>th</sup> January' 2020.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
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3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
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Reviewed  
&  
Accepted  




  
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7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
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11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
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13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
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  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 13/01/20 I Yogendra R. Vishwakarma hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 13/01/20 Name :- Yogendra R. Vishwakarma

Signature :- 



  
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(20)

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Ref : ACE/APP/31/20

Date : 13<sup>th</sup> January' 2020

To,  
Mr. Vinayak Ashok Sawant  
Dukanwad Haladiche Nerur  
Sindhudurg Maharashtra 416519

**Subject : Appointment as an "Assistant Professor in Humanities & Applied Sciences"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Humanities & Applied Sciences Mathematics** at Atharva College of Engineering on a basic pay of Rs.15,600/-p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 13<sup>th</sup> January' 2020.

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13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
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All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
 PRINCIPAL  
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*[Signature]*  
 Principal

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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 13/01/2020 I Vinayak Ashok Sawant hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 13/01/2020 Name :- Vinayak Ashok Sawant

Signature :- Sawant

Accepted &  
Received  
Sawant



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Ref : ACE/APP/32/20

Date : 13<sup>th</sup> January' 2020

To,  
Mr. Bharat Bhagwat Waghode  
Plot No 125 A1/2B  
Dattadham Colony Jamner Road,  
Bhusawal Jalgaon Maharashtra-425201

**Subject : Appointment as an "Assistant Professor in Humanities & Applied Sciences"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Humanities & Applied Sciences - Mechanical** at Atharva College of Engineering on a basic pay of Rs.15,600/-p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 13<sup>th</sup> January' 2020.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
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1



  
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11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
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**Consent Statement by Appointee**

By this appointment letter dated 13/01/2020 I Bharat B. Waghode hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 13/01/2020 Name :- Bharat B. Waghode

Signature :- [Signature]

Accepted &  
Received  
[Signature]



[Signature]  
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22

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Ref : ACE/APP/14-A/20

Date : 07<sup>th</sup> January' 2020

To,  
**Ms. Priyanka Badani**  
**B 502, Fountain Height,**  
**C 15, Lokandwala Township,**  
**Akruli Road, Kandivali East**  
**Mumbai -400101.**

**Subject : Appointment as an "Assistant Professor-Visiting in Humanities & Applied Sciences"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor-Visiting** on an Ad-hoc basis in the department of **Humanities & Applied Sciences Chemistry** at Atharva College of Engineering on a basic pay of **Rs.18,085/-p.m.** in the pay scale of **Rs. (15600-39100)AGP 6000/-** w.e.f. **07<sup>th</sup> January' 2020**. You shall be eligible to be paid 3/4 of Gross Salary per month for half day office working time.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to **06<sup>th</sup> December' 2020**. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time. If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions



  
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etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.

7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
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**Consent Statement by Appointee**

By this appointment letter dated 07/10/20 I Priyanka Badani hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 07/10/20 Name :- Priyanka Badani

Signature :- PR Patel



Accepted  
PR Patel  
28/10/20



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Ref : ACE/APP/906-A/19

Date : 06<sup>th</sup> June' 2019

To,  
Mrs. Pragya Jain  
002, Sindhu Vasant HSG Complex,  
Mahavir Nagar Extn.,  
Kandivali (West),  
Mumbai - 400 067.

**Subject : Appointment as an " Assistant Professor in Electrical Engineering "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electrical Engineering** at Atharva College of Engineering on a basic pay of Rs.22,911/- p.m. in the pay scale of Rs. (15600-39100) AGP 8000/- w.e.f. 01<sup>st</sup> June' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 30<sup>th</sup> April' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time. If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.

1



  
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7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
  8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
  9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
  10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
  11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports & games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
  12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
  13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
  14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
    1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
    2. Students attendance percentage in Class & result of the subject taught.
    3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
    4. Participation in CSR-initiatives as per the Institute policy
    5. Ph.D Completed / Ph.D Pursuing
    6. Attire, Grooming as appropriate to a faculty.
    7. Innovation tools used (technology / adopted) in teaching methodology.
    8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
    9. Students Feedback
    10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.
- All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % -A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.
15. Previous appointment letter, if any, is superseded by this appointment.

  
Principal

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**Consent Statement by Appointee**

By this appointment letter dated 01<sup>st</sup> June 19 Pragya Jain hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 1<sup>st</sup> June 19 Name :- Pragya Jain

Signature :- [Signature]

Byg.  
Received.



[Signature]  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI



Ref : ACE/APP/1077/19

Date : 20<sup>th</sup> August' 2019

To,  
Ms. Karuna Nikum  
Flat No. 604, Rashmi Hetal Building,  
Z – Wing, Eden Rose Society,  
Mira Road (East),  
Thane – 401 107.

**Subject : Appointment as an " Assistant Professor in Electrical Engineering "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electrical Engineering** at Atharva College of Engineering on a basic pay of Rs.18,085/- p.m. in the pay scale of Rs. (15600–39100)AGP 6000/- w.e.f. 08<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 31<sup>st</sup> May' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad–Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports a games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 75 % & Above – A+(Excellent), 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
Principal

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2



*[Signature]*  
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**Consent Statement by Appointee**

By this appointment letter dated 20/08/19 I Karuna Nikum hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 08 July 19 Name :- KARUNA NIKUM

Signature :- *Karuna*



Accept & Received

*Karuna*



*R. D. S.*  
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Ref : ACE/APP/1009/19

Date : 16<sup>th</sup> July' 2019

To,  
Mrs. Garima Gurjar  
D-503, Matreyee CHS,  
New Mahada, Near Manri Park,  
Goregaon (East),  
Mumbai.

**Subject : Appointment as an " Assistant Professor in Electrical Engineering "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electrical Engineering** at Atharva College of Engineering on a basic pay of **Rs.18,085/- p.m.** in the pay scale of **Rs. (15600-39100)AGP 6000/- w.e.f. 08<sup>th</sup> July' 2019.**

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to **31<sup>st</sup> May' 2020.** Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



*[Signature]*  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI

7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
**Principal**  
**Atharva College of Engineering**





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Copy to :-

1. Accounts Section
2. Establishment File

Consent Statement by Appointee

By this appointment letter dated 16/7/19 I Garima Gaurjani hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 8<sup>th</sup> July/19 Name :- Garima Gaurjani

Signature :-

Garima

Received  
&  
Accepted



Garima  
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Ref :ACE/APP/1010/19

Date : 16<sup>th</sup> July' 2019

To,  
Ms.Priynka Sharma  
55-D,1104 Saptarishi Tower,  
Jankalyan Nagar,Malad (w)  
Mumbai 400095

**Subject : Appointment as an " Assistant Professor in Electrical Engineering "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electrical Engineering** at Atharva College of Engineering on a basic pay of Rs.17,558/- p.m. in the pay scale of Rs. (15600-39100) AGP 6000/-w.e.f. 08<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 31<sup>st</sup> May' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
Principal

**Atharva College of Engineering**



*[Signature]*  
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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 16 July 19 I Priyanka Sharma hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 08/07/19 Name :- Priyanka Sharma

Signature :-

*P. Sharma*

*Received & Accepted*  
*[Signature]*



*[Signature]*  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI



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Ref :ACE/APP/1127/19

Date : 26<sup>th</sup> September' 2019

To,  
**Ms.Sangeeta Kotecha**  
Flat No A-202,National Park View II,  
Raheja Estate,Borivali (East)  
Mumbai - 400 066

**Subject : Appointment as an " Assistant Professor in Electrical Engineering "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electrical Engineering** at Atharva College of Engineering on a basic pay of Rs.29,894/- p.m. in the pay scale of Rs. (15600-39100) AGP 6000/- w.e.f. 20<sup>th</sup> September' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 19<sup>th</sup> August' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



  
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7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
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9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
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12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
 PRINCIPAL  
 ATHARVA COLLEGE OF ENGINEERING  
 MUMBAI



*[Signature]*  
 Principal

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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 20/09/19 I Sangeeta Katecha hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.

I agree to join by 20/09/19 Name :- Sangeeta Katecha

Signature :- Savi



Received & Accepted,

Savi



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Ref :ACE/APP/972-A/19

Date : 16<sup>th</sup> July' 2019

To,  
Ms. Rashmi Chaugule  
203,Ruturaj Bldg, Co-op Housing Soc,  
Behind Deejay Nagar, Vinayak Complex,  
Boisar(W) 401501

**Subject : Appointment as an " Assistant Professor in Electrical Engineering "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electrical Engineering** at Atharva College of Engineering on a basic pay of Rs.16,550/- p.m. in the pay scale of Rs. (15600-39100) AGP 6000/- w.e.f. 09<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 31<sup>st</sup> May' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
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7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
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  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
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  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
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Copy to :-

1. Accounts Section
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**Consent Statement by Appointee**

By this appointment letter dated 16/7/19 I Rashmi V. Chaugale hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.

I agree to join by 9<sup>th</sup> July, 19 Name :- Rashmi V. Chaugale

Signature :- Rashmi

*Received & Accepted*



*Rashmi*  
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Ref :ACE/APP/970/19

Date : 16<sup>th</sup> July' 2019

To,  
Ms.Kshipra Rakesh Pandey  
D 206 Gaurav Residency Phase-I,  
Mira Road East-401107

**Subject : Appointment as an " Assistant Professor in Electrical Engineering "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electrical Engineering** at Atharva College of Engineering on a basic pay of Rs.15,600/- p.m. in the pay scale of Rs. (15600-39100) AGP 6000/-w.e.f. 08<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 31<sup>st</sup> May' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



*[Signature]*  
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MUMBAI

7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Instituté policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
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*[Signature]*

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1. Accounts Section
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**Consent Statement by Appointee**

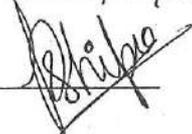
By this appointment letter dated 8/7/19 I Kshipra R. Pandey hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 8/7/2019 Name :- Kshipra Rakesh Pandey

Signature :- 

Received &  
accepted



  
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Ref :ACE/APP/05/20

Date : 06<sup>th</sup> January' 2020

To,  
**Ms. Kritika Bansal**  
**22, Second Floor, Gopal Nagar,**  
**Tilak Nagar, New Delhi-110018**

**Subject : Appointment as an " Assistant Professor in Electrical Engineering "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electrical Engineering** at Atharva College of Engineering on a basic pay of Rs.15,600/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 13<sup>th</sup> January' 2020.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to **12<sup>th</sup> December' 2020**. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.

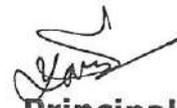
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7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
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  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.

  
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1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 06.01.2020 I KRITIKA BANSAL hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 13.01.2020 Name :- KRITIKA BANSAL

Signature :-

Accepted  
& Received



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9

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Ref : ACE/APP/20/20

Date : 10<sup>th</sup> January' 2020

To,  
**Ms. Rupali Jitendra Dharmamer**  
**1112, Mangel Ali, Near Nava**  
**Dukan, Chinchani Varor, Chinchani,**  
**Thane Maharashtra 401503**

**Subject : Appointment as an " Assistant Professor in Electrical Engineering "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electrical Engineering** at Atharva College of Engineering on a basic pay of Rs.15,600/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 07<sup>th</sup> January' 2020.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 06<sup>th</sup> December' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time. If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.

1



  
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7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
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  9. Students Feedback
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All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.

  
Principal

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1. Accounts Section
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**Consent Statement by Appointee**

By this appointment letter dated 07/01/2020 I Mrs. Rupali J. Dharmames hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 07/01/2020 Name :- Mrs. Rupali J. Dharmames

Signature :- [Signature] Received & Accepted!



[Signature]  
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ATHARVA COLLEGE OF ENGINEERING  
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Ref : ACE/APP/655-A/18 Date : 12<sup>th</sup> November' 2018

To,  
Ms. Priyanka Tripathi  
C2/10, MTNL Staff Quarters,  
Goregaon Telephone Exchange,  
Goregaon (West),  
Mumbai .

## Subject : Appointment as an " Assistant Professor in Electrical Engineering"

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Electrical Engineering** at Atharva College of Engineering on a basic pay of **Rs.18,628/- p.m.** in the pay scale of **Rs. (15600- 6000 -39100) /-** w.e.f. **12<sup>th</sup> November' 2018.**

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to **11<sup>th</sup> October' 2019.** Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms. If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidates for continuation. No Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to maintain the dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.
7. Your services shall be discontinued without any notice or 48 hrs notice & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.



  
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8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Please acknowledge by signing and returning the duplicate here of in token of your having accepted the appointment and the terms and conditions pertaining there to.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms time to time. If the University objects about any point with respect to qualification, NET/SLET/ experience, age requirement etc. then in such case the university and Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.



*[Handwritten Signature]*

**Principal**  
**Atharva College of Engineering**

Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 12/11/18 I Poivyanka Toipathi hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- After understanding all the terms and conditions of the above letter I have taken up this employment.
- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.
- That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 12/11/18 Name :- Poivyanka Toipathi Signature :- *[Handwritten Signature]*



*[Handwritten Signature]*  
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Atharva Educational Trust's

# Atharva College of Engineering

(ISO 9001-2000, AQA International Certified Institute)

Approved by AICTE, DTE & Affiliated to University of Mumbai

S. NO.263, Plot No. 8-12, Malad-Marve Road, Charkop Naka, Malad (West), Mumbai - 400 095, INDIA.  
Tel : +91-22-2864 4100 / 5100 • Tel Fax : + 91-22-2808 4577 • E mail : ace@atharvaeducation.com • Web site : www.atharvaeducation.com

OFFICE COPY

Ref. No.: ACE/APP/

Date: 08/10/2005

To,  
Nilima Pathak

**SUB: - APPOINTMENT ON PROBATION TO THE POST OF LECTURER AT  
ATHARVA COLLEGE OF ENGINEERING.**

With reference to your application the Secretary is pleased to inform you that you are here  
By appointed as **Lecturer** in **Computer Engineering** with effect from **08/10/2005** as  
per the following terms and conditions,

- 1) Basic pay of **Rs. 8,000/-** in the pay scale of **Rs. 8,000-275-13500/-** Plus allowances as prescribed by the Government of Maharashtra from time to time.
- 2) You will have to give one month's notice OR one month's salary in lieu of the notice, to the Society while resigning the job. It is desirable that one does not leave the job during the teaching session. The chairperson however has discretion to relax this condition.
- 3) Your services may be terminated without any notice and without assigning any reason, in the event it is observed that your performance is not satisfactory and /or your behavior is not suitable in the interest of the Trust / college.
- 4) Your continuous unauthorized absence from duty will lead to termination of your services, effective from the date from which you may remain absent from duty.
- 5) Your services will be governed by the provisions of Mumbai University Act, 1994, and the Statutes, including Manuals, Ordinances, Regulations, Rules, Notifications, Directions and /or orders of the University, the All India Council for Technical Education, the Directorate of Technical Education and/or of such other or further public Bodies and/or Authorities as may be formed, now or in future to control and regulate technical education, that is the education in Engineering Technology and its institutions in the State of Maharashtra and /or Union of India.
- 6) Your services will be also governed by the Rules of the Governing Body, not inconsistent with those obtaining in Clause 5 herein before.

Page 1 of 2



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- 7) In additions to the terms and conditions, Teaching Staff members are not allowed to engage Coaching Classes / Lectures or any other assignments prejudicial to the interest of the college without the permission of the Principal / Management.
- 8) Your appointment is subject to approval from the University of Mumbai, DTE and AICTE from time to time.
- 9) After the completion of the probation period of two years, you will be confirmed in the existing scale subject to satisfactory performance in the probation period. After confirmation your services may be terminated for unsatisfactory performance in work, lack of punctuality, unauthorized absence, dis-obedience, non observance of code of conduct etc.
- 10) If you fail to report for duty within fifteen days, the order will be treated as cancelled. In case you need extension in time limit for joining the duties, you will have to apply in writing to the President / Secretary to the Trust within the above mentioned time limit. The Trust has the discretion to accept or reject such request for extension of time limits.
- 11) If your acceptance is not received within time limit your appointment is liable to be cancelled or withdrawn.



SECRETARY  
Atharva Educational Trust

Copy to: 1. Accounts Section.  
2. Establishment file.

**Consent Statement by Appointee:-**

I hereby accept the appointment for the said post as per the terms and Conditions mentioned in the Letter , and I am joining my duty from 08 / 10 / 2005

Name : Mrs. Nileema Pathak

Signature : Nileema

Date : 08 / 10 / 2005



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Tel.: +91-22-4029 4949 ● Tel. Fax : +91-22-40294911 ● Email : ace@atharvaeducation.com ● Website : www.atharvaeducation.com

Ref :ACE/APP/1069/19

Date : 13<sup>th</sup> August' 2019

To,  
Mrs. Deepali Maste  
23, "Mahamane",  
Chincholi Bunder Road,  
Malad (W)  
Mumbai - 400 064.

**Subject : Appointment as an " Assistant Professor in Information Technology"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Information Technology** at Atharva College of Engineering on a basic pay of **Rs.18,085/- p.m.** in the pay scale of **Rs. (15600-39100)AGP 6000/- w.e.f. 04<sup>th</sup> July' 2019.**

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to **31<sup>st</sup> May' 2020.** Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



  
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7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
Principal  
Atharva College of Engineering





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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 13/8/19 I Deepali Maste hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 4/7/19 Name :- Deepali maste

Signature :- Deepali

Accepted  
& Received  
Deepali



Deepali  
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3

# Atharva Educational Trust's Atharva College of Engineering

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Tel.: +91-22-4029 4949 ● Tel. Fax : +91-22-40294911 ● Email : ace@atharvaeducation.com ● Website : www.atharvaeducation.com

Ref : ACE/APP/991/19

Date : 16<sup>th</sup> July' 2019

To,  
**Ms. Sumita Chandak**  
201, Dimple 4E, Asha Nagar,  
Kandivali (East),  
Mumbai - 400 101.

**Subject : Appointment as an " Assistant Professor in Information Technology "**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Information Technology** at Atharva College of Engineering on a basic pay of Rs.20,356/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 08<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 31<sup>st</sup> May' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time. If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



  
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7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports a. games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
Principal

**Atharva College of Engineering**





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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 8/7/2019 I Sumita Chandak hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.

I agree to join by 8/7/19 Name :- Sumita Chandak

Signature :- Sumita Chandak

*Received & Accepted.*



*Sumita*  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI



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Ref :ACE/APP/984/19

Date : 16<sup>th</sup> July' 2019

To,  
Ms. Renuka Nagpure  
G-60, Dariyasagar B. D Road,  
Mahalaxmi Temple Compound,  
Mumbai.

**Subject : Appointment as an " Assistant Professor in Information Technology"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Information Technology** at Atharva College of Engineering on a basic pay of Rs.17,047/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 08<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 31<sup>st</sup> May' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports ar. games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
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1. Accounts Section
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**Consent Statement by Appointee**

By this appointment letter dated 08<sup>th</sup> July I Renuka Nagpure hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 08<sup>th</sup> July 19 Name :- Renuka Nagpure

Signature :-

*Renuka Nagpure*



*Received & Accepted*



*Renuka Nagpure*  
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Ref : ACE/APP/987/19

Date : 16<sup>th</sup> July' 2019

To,  
Ms. Sejal Vaibhav D'mello  
"Vaibhav", Gass (Oloti),  
Post - Sopara, Tal - Vasai  
Dist - Thane- 401 203.

**Subject : Appointment as an " Assistant Professor in Information Technology"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Information Technology** at Atharva College of Engineering on a basic pay of Rs.17,047/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 08<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 31<sup>st</sup> May' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
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  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
Principal  
Atharva College of Engineering

2



*[Signature]*  
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1. Accounts Section
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**Consent Statement by Appointee**

By this appointment letter dated 08/07/2019 I Sejal D'mello hereby accept to and give my consent on the Terms & Conditions mentioned herein above. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 08/07/2019 Name :- Sejal D'mello

Signature :- *Sejal D'mello*

*Accepted & Received*



*Ali*  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI



6

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Ref :ACE/APP/974/19

Date : 16<sup>th</sup> July' 2019

To,  
Mrs. Amruta Sankhe  
B- 103, Gandhar App,  
Viva Swarganaga, Bolinj,  
Virar (West)

**Subject : Appointment as an " Assistant Professor in Information Technology"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Information Technology** at Atharva College of Engineering on a basic pay of Rs.18,085/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 08<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 31<sup>st</sup> May' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



  
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MUMBAI

7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
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13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit-basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
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*[Signature]*  
 Principal  
 Atharva College of Engineering



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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 8/7/19 I Amruta Sankhe hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 8/7/19 Name :- Amruta Sankhe

Signature :- Asankhe

Received & Accepted  
Asankhe



Asankhe  
PRINCIPAL  
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Ref :ACE/APP/03-A/20

Date : 02<sup>nd</sup> January' 2020

To,  
Ms. Snigdha Bangal  
C-5, 505, 5<sup>th</sup> floor,  
Prabhakar Nagar, A.G. Pawar Road,  
Byculla (E), Mumbai - 400 027.

**Subject : Appointment as an " Assistant Professor in Information Technology"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Information Technology** at Atharva College of Engineering on a basic pay of **Rs.18,085/- p.m.** in the pay scale of **Rs. (15600-39100)AGP 6000/-** w.e.f. **02<sup>nd</sup> January' 2020.**

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to **01<sup>st</sup> December' 2020.** Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
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7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
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  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
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Copy to :-

1. Accounts Section
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**Consent Statement by Appointee**

By this appointment letter dated 02/01/2020 Snigdha Bangal hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 02/01/2020 Name :- Snigdha Bangal

Signature :- Snigdha Bangal



Received  
&  
Accepted.  
Snigdha Bangal



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Tel.: +91-22-4029 4949 ● Tel. Fax : +91-22-40294911 ● Email : ace@atharvaeducation.com ● Website : www.atharvaeducation.com

Ref :ACE/APP/988/19

Date : 16<sup>th</sup> July' 2019

To,  
Mr. Sachin Gayane<sup>h</sup>  
R-103, Raksha Apt. ,  
Nandivali Cross Rd,  
Dombivili (E) Pin: 421201.

**Subject : Appointment as an " Assistant Professor in Information Technology"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Information Technology** at Atharva College of Engineering on a basic pay of Rs.18,085/-p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 08<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 31<sup>st</sup> May' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



  
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7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports or games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
Principal

**Atharva College of Engineering**





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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 8/July/2019 Sachin Gauhan hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 8/July/2019 Name :- Sachin Gauhan

Signature :- Sachin

*Received & Accepted.*



*[Signature]*  
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Ref : ACE/APP/1140/19

Date : 07<sup>th</sup> October' 2019

To,  
**Ms. Aruna Animish Pavate**  
**C-706, Casa Essenza, Lodha Complex,**  
**Opp Thakur Mall, W.E. Highway,**  
**Dahisar (East) Mumbai**

**Subject : Appointment as an " Assistant Professor in Information Technology"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Information Technology** at Atharva College of Engineering on a basic pay of Rs.17,047/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 07<sup>th</sup> October' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 30<sup>th</sup> April' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



  
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7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent), 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
Principal

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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

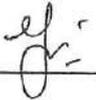
By this appointment letter dated 7<sup>th</sup> Oct 2019, Aruna Pawate hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 7<sup>th</sup> Oct 2019 Name :- Aruna Pawate

Signature :- 



  
Accepted & Received



  
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10

# Atharva Educational Trust's Atharva College of Engineering

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Ref :ACE/APP/1187/19

Date : 23<sup>rd</sup> December' 2019

To,  
**Ms.Yogita Shelar**  
**C-15/321,Shree Aareshwar CHS,**  
**Sec no.3,Charkop Market,**  
**Kandivali(W) Mumbai 67**

**Subject : Appointment as an " Assistant Professor in Information Technology"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Information Technology** at Atharva College of Engineering on a basic pay of Rs.15,600/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 10<sup>th</sup> December' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 09<sup>th</sup> November'2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



  
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7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
PRINCIPAL  
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MUMBAI



*[Signature]*  
Principal

**Atharva College of Engineering**



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Copy to :-

1. Accounts Section
2. Establishment File

### Consent Statement by Appointee

By this appointment letter dated 10/12/2019 Yogita Shelar hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 10 Dec 2019 Name :- Yogita Shelar

Signature :- Y. Shelar



I received the appointment letter (13/01/2020)



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Ref :ACE/APP/990/19

Date : 16<sup>th</sup> July' 2019

To,  
Ms.Pranoti Nage  
BMC Quarters Room No-7,  
3<sup>rd</sup> Floor,M.G.Road  
Vile Parle (E)Mumbai

**Subject : Appointment as an " Assistant Professor in Information Technology"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Information Technology** at Atharva College of Engineering on a basic pay of Rs.16,068/- p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 08<sup>th</sup> July' 2019.

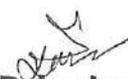
1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 31<sup>st</sup> May' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
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2



  
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Copy to :-

1. Accounts Section
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Consent Statement by Appointee

By this appointment letter dated 8<sup>th</sup> July 2019 I Pranoti D. Nage hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If, In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.

I agree to join by 8<sup>th</sup> July 2019 Name :- Pranoti D. Nage

Signature :- *Pranoti D. Nage*



*Accepted & Received.*  
*Pranoti*



*Prin*  
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12

# Atharva Educational Trust's Atharva College of Engineering

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Ref :ACE/APP/963/19

Date : 16<sup>th</sup> July' 2019

To,

Ms.Odilia Alwish Gonsalves

Nanthiwadi Mulgaon,

Vasai (West)Pin code-401201

**Subject : Appointment as an " Assistant Professor in Information Technology"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Information Technology** at Atharva College of Engineering on a basic pay of Rs.15,600/- p.m. in the pay scale of Rs. (15600-39100) AGP 6000/- w.e.f. 08<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 31<sup>st</sup> May' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time. If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.
7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of



  
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misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.

8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



  
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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 16/7/19 I Odilia Gonsalves hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 8/7/2019 Name :- Odilia Aluisk Gonsalves

Signature :- Gonsalves

Received and accepted  
Gonsalves



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Ref :ACE/APP/965/19

Date : 16<sup>th</sup> July' 2019

To,  
Ms.Anushree Bhalchandra Patkar  
Sai Suman Bunglow,  
Bhabhola Naka Sai Baba Temple  
Vasai West Maharashtra 401207

**Subject : Appointment as an " Assistant Professor in Information Technology"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Information Technology** at Atharva College of Engineering on a basic pay of Rs.15,600/- p.m. in the pay scale of Rs. (15600-39100) AGP 6000/- w.e.f. 08<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 31<sup>st</sup> May' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
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10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
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13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
Principal

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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 08-07-19 I ANUSHREE .B. PATKAR hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 08-07-19 Name :- ANUSHREE BHALCHANDRA PATKAR

Signature :- *A. Patkar*



*[Signature]*  
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ATHARVA COLLEGE OF ENGINEERING  
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Ref :ACE/APP/964/19

Date : 16<sup>th</sup> July' 2019

To,  
Ms.Priti Alok Mishra  
A-404,Anushka Residency  
Prem Nagar,Near Mcf Club,  
Borivali west Mumbai-400092

## Subject : Appointment as an " Assistant Professor in Information Technology"

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Information Technology** at Atharva College of Engineering on a basic pay of Rs.15,600/- p.m. in the pay scale of Rs.(15600–39100) AGP 6000/- w.e.f..08<sup>th</sup> July' 2019.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 31<sup>st</sup> May' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
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*P. P. Mishra*  
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7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports or games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
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14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
Principal

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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 8<sup>th</sup> July I Pooji Mishra hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 8<sup>th</sup> July 2019 Name :- Pooji Mishra

Signature :- Pooji A. Mishra

Accepted & Reviewed.



Pooji  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI



Ref :ACE/APP/950-A/19

Date : 09<sup>th</sup> July' 2019

To,

Ms.Jyoti Jayesh Chavhan

Flat No-902,Siddhivinayak Solitaire,

Plot No-38,Sector-36,Kamothe

Panvel Raigarh,Maharashtra-410206

**Subject : Appointment as an " Assistant Professor inInformation Technology"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Information Technology** at Atharva College of Engineering on a basic pay of **Rs.20,967/- p.m.** in the pay scale of **Rs. (15600-39100)AGP 6000/- w.e.f. 09<sup>th</sup> July' 2019.**

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to **31<sup>st</sup> May' 2020.** Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports at games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



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MUMBAI

*[Signature]*  
Principal

**Atharva College of Engineering**



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Tel.: +91-22-4029 4949 ● Tel. Fax : +91-22-40294911 ● Email : ace@atharvaeducation.com ● Website : www.atharvaeducation.com

Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 9<sup>th</sup> July I Jyoti chavhan hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.

I agree to join by 9<sup>th</sup> July 2019 Name :- Jyoti Jayesh chavhan

Signature :- [Signature]  
Accepted & Received.



[Signature]

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Ref :ACE/APP/11/20

Date : 06<sup>th</sup> January' 2020

To,  
**Ms. Poorna Rajesh Pimpale**  
**H/203, Ekta Bhoomi Garden,**  
**Rajendra Nagar, Borivali (East),**  
**Mumbai - 400 066.**

**Subject : Appointment as an " Assistant Professor in Information Technology"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Information Technology** at Atharva College of Engineering on a basic pay of Rs.15,600/-p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 06<sup>th</sup> January' 2020.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to **05<sup>th</sup> December' 2020**. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward - outward register, attendance of Practical conducted, Lab time - table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.



*[Signature]*  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI

7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



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Principal

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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 6-1-20 I POORNA R. PIMPALE hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 6-01-2020 Name :- Ms. POORNA R. PIMPALE

Signature :-

Accepted & Received



  
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Ref :ACE/APP/06/20

Date : 06<sup>th</sup> January' 2020

To,

**Mr. Pankaj Ramakant Kunekar**  
**Kalpak Housing Soc.B/10 Wing**  
**Nana Shankarsheth Road Roha,**  
**Raigarh Maharashtra 402109**

**Subject : Appointment as an " Assistant Professor in Information Technology"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Information Technology** at Atharva College of Engineering on a basic pay of Rs.15,600/-p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 06<sup>th</sup> January' 2020.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 05<sup>th</sup> December' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
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6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.

1



  
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7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.

  
Principal

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2



  
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Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 06/01/2020 I Pankaj Ramakant Kunekar hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 06/01/2020 Name :- Mr. Pankaj Ramakant Kunekar

Signature :-

P. R. K.

Accepted & Received

P. R. K.



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ATHARVA COLLEGE OF ENGINEERING  
MUMBAI



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# Atharva Educational Trust's Atharva College of Engineering

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Ref :ACE/APP/21/20

Date : 10<sup>th</sup> January' 2020

To,  
Ms.Suchetadevi Gaikwad  
Row House No.8,Phase 2,  
Old Golden Nest, Bhayandar (E)  
Thane-401105

**Subject : Appointment as an " Assistant Professor in Information Technology"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Information Technology** at Atharva College of Engineering on a basic pay of Rs.15,600/-p.m. in the pay scale of Rs. (15600-39100)AGP 6000/- w.e.f. 07<sup>th</sup> January' 2020.

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to 06<sup>th</sup> December' 2020. Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms from time to time . If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidature for continuation. No Pension / Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during or after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The Chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to submit the SAR Report / maintain dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions etc. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.

1



*[Signature]*  
PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI

7. Your services shall be discontinued without any notice (or 48 hrs notice) & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said tenure and if so in such case you will be paid the salary only till your last working day with the organization.
8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations, CSR activity etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SET/Ph.D.till you complete required applicable eligible criteria you are not entitled for increments, promotions & continuation to the said Post.
13. Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms, time to time. If the University objects about any point with respect to qualification, NET/SET/ experience, age requirement etc. then in such case the university and/or Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.
14. Performance & standard of education delivered by the faculty members will be reviewed & assessed on merit basis at the end of semester (i.e. after 6 months) on the Quality parameters like;
  1. Quality & standard of delivering lesson plan ( subject related Content delivery in class)
  2. Students attendance percentage in Class & result of the subject taught.
  3. Research publications, atleast 1 paper published in a semester.( Preparation for second)
  4. Participation in CSR-initiatives as per the Institute policy
  5. Ph.D Completed / Ph.D Pursuing
  6. Attire, Grooming as appropriate to a faculty.
  7. Innovation tools used (technology / adopted) in teaching methodology.
  8. Loyalty , Punctuality, discipline in profession ( Late Marks / Memo – status )
  9. Students Feedback
  10. Involvement in students growth / development like mentorship, training, Placement, projects, presentation, technical competitions and events.

All the above parameters are having weightage of 10 marks each in analysis and each faculty member should have minimum 75 % score in aggregate on the above parameters. ( 76 % & Above – A+(Excellent) , 71 % to 75 % - A(Very Good), 60 % to 70% –B ( Good). All Faculty members need to undergo all the above parameters as a Management mission & vision and it should not be distract. However management reserves the rights to offer or reject the candidate for the continuation of service.



*[Signature]*  
Principal

**Atharva College of Engineering**



Atharva Educational Trust's  
**Atharva College of Engineering**

(ISO 9001-2015, AQA International Certified Institute)

Approved by AICTE, DTE & Affiliated to University of Mumbai

S. No. 263, Plot No. 8-12, Malad-Marve Road, Charkop Naka, Malad (West), Mumbai - 400 095, INDIA  
Tel.: +91-22-4029 4949 • Tel. Fax : +91-22-40294911 • Email : ace@atharvaeducation.com • Website : www.atharvaeducation.com

Copy to :-

1. Accounts Section
2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 07/01/2020 Ms. Suchetadevi M Gaiwad hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.

That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 07/01/2020 Name :- Ms. Gaiwad Suchetadevi M.

Signature :-

Accepted &  
Received



PRINCIPAL  
ATHARVA COLLEGE OF ENGINEERING  
MUMBAI



19 20

Atharva Educational Trust's  
**Atharva College of Engineering**

(ISO 9001-2000, AQA International Certified Institute)

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S. No. 263, Plot No. 8-12, Malad-Marve Road, Charkop Naka, Malad (West), Mumbai - 400 095, INDIA

Tel.: +91-22-4029 4949 ● Tel. Fax : +91-22-40294911 ● Email : ace@atharvaeducation.com ● Website : www.atharvaeducation.com

Ref : ACE/APP/702/19

Date : 06<sup>th</sup> February' 2019

To,  
Mrs. Bhavna Arora  
E-908, Oberoi Splendor  
J.V.L.R Opp.Majas Dept,  
Andheri East Mumbai – 400 060.

**Subject : Appointment as an " Assistant Professor in Computer Engineering"**

With reference to your application and the subsequent interview, we are pleased to inform you that you are hereby appointed as an **Assistant Professor** on an Ad-hoc basis in the department of **Computer Engineering** at Atharva College of Engineering on a basic pay of **Rs.16,550/- p.m.** in the pay scale of **Rs. (15600– 6000 -39100) /-** w.e.f. **02<sup>nd</sup> January' 2019.**

1. Your services will be governed by the provisions of the Maharashtra Universities Act, and the Statutes, Ordinances, Regulations and the Rules of the University and as will be amended from time to time by the University and the regulations and rules of the Governing Council of Atharva Educational Trust.
2. You will be on a contractual appointment from the date of your joining of the services in this college up to **30<sup>th</sup> November' 2019.** Your appointment is strictly subject to fulfillment of minimum eligibility criteria & the experience required for the said post as per the AICTE & UNIVERSITY OF MUMBAI norms. If you do not fulfilled the required qualification during the academic year or your services are not found suitable, your services can be discontinued without assigning any reason and without any notice.
3. Based on your Performance Appraisal/Confidential Report which is to be submitted by you at the end of your tenure and also on basis of the report of HOD & Principal, you may be recommended for further extension. However, the management reserves the right to offer/reject candidates for continuation. No Gratuity /any kind of arrears/ any other claim except PF shall be considered by management for the said post during after the completion of mentioned tenure or after the discontinuation of services during the mentioned tenure, if any.
4. Your appointment is purely on Ad-Hoc basis for the period mentioned above and at the end of which it shall stand terminated automatically without any notice. Also this order has no legal standing to claim for continuation of service and will not assign any authority to you to fall under any jurisdiction against this notice. You will have to give one month's notice or one month's salary in lieu of the notice, to the institute while resigning the job. It is desirable that one does not leave the job during the teaching session. The chairperson however has discretion to relax this condition.
5. You will report to the concerned Head of the Department/Principal and have to shoulder the responsibilities in analyzing etc. of the activities/curriculum/Department and the Institute.
6. In addition to the above point, you will also have to maintain the dead stock registers, inventory of all the lab equipments, inward – outward register, attendance of Practical conducted, Lab time – table, calibration of equipments, maintaining & setting up of the lab during academic & non academic sessions. Assistance should be provided to the respective departments for conducting regular semester practical & external viva, practical examination etc.
7. Your services shall be discontinued without any notice or 48 hrs notice & non-assigning any reason, due to loss of confidence, gross negligence, in-efficiency at work, non deliverable performance at work or any willful act of misconduct on your part without any notice and any time during the said

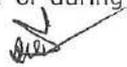


*[Signature]*  
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MUMBAI

tenure and if so in such case you will be paid the salary only till your last working day with the organization.

8. You should not indulge in any other work either profitable or non profitable without the permission of the Institute or any activity which conflicts with the interest of the Institute or tarnishes the image of the Institute.
  9. Your office timing will be as per rules or as prescribed by the Principal/Head of the Department/Admin Department.
  10. The appointment is on a full time basis and does not permit the holder to engage himself/ herself in any outside business, professional consulting, tutorial, tuitions and/or such outside work with/without remuneration. You shall work exclusively for and in the interest of the Institution/Trust and undertake not to engage in any part-time or any other work, business, occupation or consultation of any kind or accept any employment whether free or paid, directly or indirectly.
  11. In an event you are required to attend college on Institutional holidays for duties related to your appointment i.e. staff developmental programmes/special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations etc., you shall attend duties without fail and no extra remuneration will be payable for the same.
  12. Your appointment is subject to availability of workload in the department and as per the norms of AICTE & Mumbai University. Your appointment is subject to fulfillment of NET/SLET/Ph.D.till you complete required eligible criteria you are not entitle for increments, promotions & continuation to the said Post.
  13. Please acknowledge by signing and returning the duplicate here of in token of your having accepted the appointment and the terms and conditions pertaining there to.
- Your appointment is subject to approval from the University of Mumbai. You have to fulfill all the required qualifications & experiences for the said post according to the AICTE & Mumbai University norms time to time. If the University objects about any point with respect to qualification, NET/SLET/ experience, age requirement etc. then in such case the university and Atharva College of Engineering decision will be final and any claim on the said post after or during the service period will not be considered.



  
Principal

**Atharva College of Engineering**

Copy to :- 1. Accounts Section

2. Establishment File

**Consent Statement by Appointee**

By this appointment letter dated 2<sup>nd</sup> Jan 2019 Bhavana Arora hereby accept to and give my consent on the Terms & Conditions mentioned hereinabove. I acknowledge that:

- After understanding all the terms and conditions of the above letter I have taken up this employment.
- I Accept the appointment letter given to me and also accept the terms & Conditions mentioned in it.
- If In Case I breach any of the above conditions then I accept that the above mentioned actions will be immediately applicable on me.
- I agree that if my performance is not up to the mark or in any other cases Atharva College can terminate me immediately and that I would not claim any amount or continuation from Atharva College.
- I will not claim any dues or any pending amount in case of my termination from such employment.
- That Atharva College will not be liable for any amount claimed in case of breach of any terms & Conditions of the Appointment Letter or in case of Terminations.

**I am fully aware of the Salary and Post being offered to me by the college and I hereby accept the appointment to the said post as per the terms and Conditions mentioned in the letter.**

I agree to join by 2<sup>nd</sup> Jan 2019 Name :- Bhavana Arora Signature :- 



  
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ATHARVA COLLEGE OF ENGINEERING  
MUMBAI