

Appointment Letters of Faculty

HANS RAJ MAHILA MAHA VIDYALAYA , JULLUNDUR CITY.

No: 748/2084 Dated: 29-7-83

.....
Mrs. Kamaldeep
.....
Mrs. Rajinder Kaur
.....
.....
Amrita

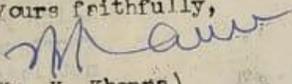
Dear Madam,

With reference to your application for the post of Lecturer in Amrita, I write to inform you that you have been selected for the post and D.A.V. College Managing Committee has appointed you as a Lecturer in Hans Raj Mahila Maha Vidyalaya, (Ichore), Jullundur city, on the following terms and conditions of your appointment :-

1. You will be paid a salary of Rs. 700/- plus D.A. in the grade of Rs. 700-1600 w.o.f. 29-7-83 (the date of joining). Further please note that this revised U.C.C. grade will be paid to you so long as the state government continues to give grant for revision of salary scales in this connection. Otherwise you will be paid salary in the old U.C.C. grade of Rs. 300-600.
2. You will be on probation for 12 months w.o.f. from the date of joining. On termination of your probationary period, you will be confirmed in your post, in case your work and conduct are found to be satisfactory and you will be required to fill up a service agreement form on non-judicial stamp paper.
3. During the period of probation, your service may be terminated by one month's notice on either side. After confirmation, service can be terminated by three months notice on either side for a good cause, or payment of salary in lieu of notice.
4. Increment will be granted to you regularly provided that records of your work and conduct continues to be satisfactory. It may be withheld in case the reports are otherwise.
5. In the matter of leave general conditions of service, you will be governed by rules of the D.A.V. College Managing Committee.
6. Full summer vacation salary will be paid to you in case you complete nine month service prior to the summer vacation failing which you will be entitled to proportionate salary for the vacation provided that your service before summer vacation is not less than three months.
7. During the period of your employment here, if you want to apply for a post elsewhere, you must have your application forwarded by the Principal.
8. As a whole time employee of the D.A.V. College Managing Committee you will carry out the instructions of the Principal implicitly and devote your full time to the service of the institution where you are employed. You will not engage in any private trade or undertake any additional work, which is likely to interfere with the discharge of your normal duties without permission of the Managing Committee. If you purpose to take up any private tuition work, you will have to obtain the Principal's prior permission in writing and in case you purpose to undertake publication of a book or University Exemption you will be required to obtain prior permission of the D.A.V. College Managing Committee and the same will be granted according to rules.

(M. O.)

- 9. After your confirmation you will have to join as a member of the Provident Fund. The deduction from your salary and Managing Committee contribution will be made regularly in accordance with the Provident Fund rules of the D.A.V. College Managing Committee...
- 10. The D.A.V. College Managing Committee shall have the right to transfer you in any of its similar institutions in the same assignment (as per rules and regulations on the subject of the university concerned).
- 11. You will be required not to take part in politics or indulge in activities pre-judicial to the interest of the college/university or government and also maintain cordial atmosphere and discipline in the college.
- 12. Your work load, submission of plan work etc. shall be as determined according to the University Grants Commission rules from time to time. You will be required to be present and available to students atleast for twenty hours a week in the premises of the college. This would be subject to the provision that you may not be detained beyond this limit in the interest of work.
- 13. Your efficiency bar in the scale of Rs.700/-1600/- will be processed in the normal manner and the Assessment at Rs.1500/- in this grade shall be done by a committee to be appointed by the Guru Nanak Dev University, Amritsar.
- 14. You will be obliged to do any examination work including invigilation, setting of papers, examination papers etc. that may be assigned to you by the college authorities or by any university within the state.
- 15. Unless you already possess at the time of your initial recruitment, you will have to obtain an M.Phil degree or a recognised degree beyond Master's level or published work indicating the capacity of a candidate for independent research work, within five years of your appointment, failing which you will not be able to earn future increments in the revised scale of Rs.700/-1600/- till you obtain that degree or give evidence of equivalent published work of high standard.
- 16. You will be required to observe the enclosed code of conduct as prescribed by the Guru Nanak Dev University, Amritsar.

Yours faithfully,

 (K. K. Khanna)
 PRINCIPAL

Encl: Copy of code of conduct.

.....
 I accept the appointment on the terms and conditions stated above. I joined duty on 29.7.83 (forenoon/afternoon)

Kawaldeep
 (Signature)

Name: Kawaldeep
 Lect in Commerce

Permanent Address: _____ Local Address: _____

Miss Kawaldeep
 of M. Mehar Singh & Sons
Byar Mai Lewan

COUNTERSIGNED

527887
Phone Nos.: 524304
734614

D.A.V. COLLEGE MANAGING COMMITTEE CHITRA GUPTA ROAD, NEW DELHI-55.

Ref.No. JLHR/G-5/1884/

Dated: 21/5/91

Mrs. Navroop,
H.No.617, Bagh Bahrian,
Kapurthala Road,
Jalandhar (Punjab).

Dear Sir/Madam,

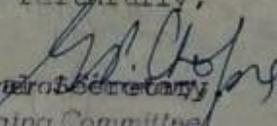
Reference your application and interview for the post of Lecturer in Punjabi on 5.8.1990. I am pleased to inform you that you have been selected for the said post and appointed as such in Hans Raj Mahila Mahavidyalaya Jalandhar. Your appointment is subject to the approval of the University/Govt. as well as acceptance of terms and conditions given below:-

1. You will get a pay of Rs. 2200/-p.m. in the pay-scale of Rs.2200-4000 plus admissible allowances.
2. The post offered is initially on probation for one year in the first instance w.e.f. the date of joining. The probationary period may be extended further for one year, if considered necessary. On termination of your probationary period you may be confirmed in your post in case your work and conduct are found to be satisfactory.
3. During the period of probation, your service may be terminated by one month's notice or one month's salary in lieu of notice period, on either side.
4. After your confirmation in a permanent vacancy, increment will be granted to you regularly provided that reports of your work and conduct continue to be satisfactory. It may be withheld in case the reports are otherwise.
5. In the matter of leave and general conditions of service, you will be governed by rules of the D.A.V. College Managing Committee/University/Deptt. concerned

6. During the period of your employment here if you want to apply for a post also-whereas, you must have your application forwarded by the Principal.
7. As a whole-time employee of the Management, you will carry out the instructions of the Principal implicitly and devote your whole-time to the service of the institution where you are employed. You will not engage in any private trade or undertake any additional work, which is likely to interfere with the discharge of your normal duties, without permission of the Committee. If you propose to take up any private tuition work, you will have to obtain prior permission, in writing from the Principal and in case you propose to undertake publication of a book, you will be required to obtain prior permission of the Management and the same may be granted according to rules.
8. After your confirmation, you will have to join as a member of the General Provident Fund under the rules.
9. The Management shall have the right to transfer your services in its any other institution.
10. You will be required not to take part in politics or indulge in activities prejudicial to the interests of the College and also maintain cordial atmosphere and discipline in the College.
11. Your work load, submission of plan and work etc. shall be as determined according to the University Grants Commission/University rules from time to time.
12. You will be obliged to do any examination work including invigilation, setting of papers, examination of papers etc. that may be assigned to you by the College authorities or by any University within the State.
13. You will be required to observe the enclosed 'Code of Conduct'.
14. Your appointment will be on regular basis provided Govt. Grant-in-aid continues to be available.

Yours faithfully,

Encl: Copy of 'Code of Conduct'.


General Secretary,

G. V. College Managing Committee,

NEW DELHI

I accept the appointment on the terms and conditions stated above. I joined duty on 21st Aug 1990 forenoon/

Phone No.23515951
Fax No.23540558

D.A.V. COLLEGE MANAGING COMMITTEE
CHITRA GUPTA ROAD, NEW DELHI - 55

Ref. No. 4932

Dated: 12/7/06

Ms. Shaveta Chauhan,
H. No.1570-A,
Sector - 20B,
Chandigarh.

Dear Madam,

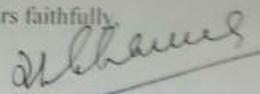
Reference your application and interview for the post of Lecturer in Botany. I am pleased to inform you that you have been selected for the said post and appointed as such in Hans Raj Mahila Mahavidyalaya, Jalandhar, Punjab w.e.f. date of joining subject to the approval of the University/Govt. as well as acceptance of terms and conditions given below: -

1. You will get basic pay of Rs.8000/- p.m. in the pay-scale of Rs.8000-275-13500 plus admissible allowances.
2. You will be initially on probation against the post offered for one year in the first instance w.e.f. the date of joining. The probationary period may be extended further for one year, if considered necessary. On completion of your probationary period you may be confirmed in your post in case your work and conduct are found to be satisfactory.
3. During the period of probation, your services may be terminated by one month's notice or one month's salary in lieu of notice period on either side. After confirmation, service can be terminated by three month's notice on either side for a good cause, or payment of salary in lieu of notice period.
4. After your confirmation in a permanent vacancy, increment will be granted to you regularly provided that reports of your work and conduct continue to be satisfactory. It may be withheld in case the reports are otherwise.
5. In the matter of leave and general conditions of service, you will be governed by the rules of the Managing Committee/University/Govt.Department concerned.
6. Full summer vacation salary will be paid to you in case you complete 9 months' service prior to the summer vacation failing which you will be entitled to proportionate salary for the vacation provided that your service before summer vacation is not less than 3 months.
7. During the period of employment here if you want to apply for a post elsewhere, you must seek prior permission of the Managing Committee through the Principal.

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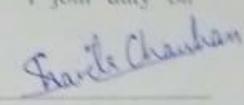
8. As a whole-time employee of the Management, you will carry out the instructions of the Principal implicitly and devote your whole-time service to the institution where you are employed. You shall not engage yourself in any private trade or private tuition work or undertake any additional work, of an outside agency, which is likely to interfere with the discharge of your normal duties without permission of the Managing Committee. In case you propose to undertake publication of a book, you will be required to obtain prior permission of the Management and the same may be granted according to rules.
9. After your confirmation, you will join as the member of the Contributory Provident Fund/General Provident Fund under the rules.
10. The Management shall have the right to transfer your services in its any other institution in India.
11. You will be required not to take part in politics or indulge in activities prejudicial to the interest of the College and also maintain cordial atmosphere and discipline in the College.
12. Your workload, submission of plan and work etc., shall be determined according to the University Grants Commission/University rules from time to time.
13. You will be required to do any examination work including invigilation, setting of papers, evaluation of answer sheets etc. that may be assigned to you by the College authorities or any University within the State.
14. You will not be entitled to any type of leave encashment.
15. You will be required to observe the enclosed "Code of Conduct".

Yours faithfully,


General Secretary
D.A.P. College Managing Committee
New Delhi-56

Encl: Copy of 'Code of Conduct'

I accept the appointment on the terms and conditions stated above. I join duty on
7 July 2016 forenoon/afternoon.

Signature: 

Name: SHAVETA CHAKRAVARTI

Lect. in BOTANY

Permanent Address:

H. No. 1570-A
SECTOR: 20-B
CHANDIGARH

Local Address

Ms. Ramesh Kumar
E.C. 270, Panj Pees
Jalandhar



Accredited A+ with 94.05 score by NAAC

HANS RAJ MAHILA MAHA VIDYALAYA

Managed by DAV College Managing Committee New Delhi

Mahatma Hans Raj Marg, Jalandhar-144 008

Ph : (0) 2253710, 2254198
Fax : 91-181-2252436
E-mail : mail@hrmmv.org
Web : www.hrmmv.org

Ref. No. 30/4866

Dated 27/08

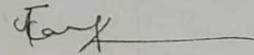
Miss Purnima
H.No. 518/2, St. No.1,
Gobind Nagar,
Malout.

Please refer to your application for the post of Lecturer in Bio-informatics and subsequent your interview held at DAV College Managing Committee, New Delhi.

You will be pleased to note that on the basis of the interview held at Delhi, you have been selected (on probation) as Lecturer in Bio-informatics for this College on Rs.8000/- p.m. in the scale of Rs. 8000-13500 plus other admissible allowances subject to approval of eligibility of GNDU.

You are hereby advised to see the undersigned in her office immediately on receipt of this letter.

As per rules, you will be required to get Medical Fitness Certificate from the Civil Surgeon/CMO and bring the same at the time of joining alongwith other original documents.


Principal ✓

Copy to:

1. Head of the Deptt.
2. A.O.



DAV COLLEGE MANAGING COMMITTEE
CHITRA GUPTA ROAD, NEW DELHI-110055

Ref.No.: V8/2015/30806

Dated: 22.12.2015

Mrs. Ramandeep Kaur,
W.M. 240/B, 120, Ft. Road,
Basti Guzan, Jalandhar City,
Punjab

Dear Madam,

With reference to your application and subsequent interview for the post of Assistant Professor in Botany for Hans Raj Mahila Maha Vidyalaya, Jalandhar, I on behalf of the College/Managing Committee offer you the appointment of an **Assistant Professor in Botany for Hans Raj Mahila Maha Vidyalaya, Jalandhar**, on contractual basis initially for a period of three years under grant in scheme of Punjab, subject to fulfillment of your eligibility conditions as laid down by the concerned University and the State Govt. on the terms and conditions mentioned below:-

- | | | |
|------|---|---|
| i) | Nature of appointment | On contractual basis initially for a period of Three years |
| ii) | Pay | Under Grant-in-aid Scheme of the Punjab Govt. |
| iii) | Leave and other conditions of the service | You will be governed by the rules of the DAV College Managing Committee/ concerned University/State Govt. |
1. Your appointment is subject to approval of the concerned University/NCTE/DPI (Colleges), Panjab/UT, Chandigarh, and subject to availability of Govt. grant
 2. If the above terms and conditions are acceptable, you should report for duty at your place of appointment immediately
 3. During the period of your contractual appointment, your services may be terminated by one month's notice on either side or on payment of salary in lieu of notice period.
 4. During the period of your employment here, if you want to apply for a post elsewhere, you must have your application forwarded by the Principal.
 5. As a whole time employees of the Management you will carry out the instructions of the Principal implicitly and devote your whole time to the service of the institution where you are employed. You shall not engage yourself in any private trade or undertake publication of books or any other work, which is likely to interfere with the discharge of your normal duties, without prior

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Phone Nos. : 011-23515951, 23539357, 23621284, 23524304, 23519815, 23524212
Web : www.davcmc.net.in, E-mail : info@davcmc.net.in



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permission of the Management. If you propose to take up any private tuition work, you will obtain prior permission of the Principal in writing.

6. You will be required not to take part in politics or indulge in activities prejudicial to the interests of the college/University or Government and also maintain cordial atmosphere and discipline in the college.
7. Your work load, submission of plan and work etc. shall be as determined by the University Grants Commission from time to time. You will be required to be present and available to students at least for 40 hours a week in the premises of the college. This would be subject to the provision that you may be detained beyond this limit in the interest of work.
8. You will be required to observe the enclosed "Code of Conduct."

Yours faithfully,

M. J. Kh.
General Secretary
General Secretary
DAV College Managing Committee,
Chitra Gupta Road,
Jalandhar City - 141 005
Encl: Copy of "Code of Conduct."

I accept the appointment on the terms and conditions stated above. I join duty on
8.1.16 forenoon/afternoon.

Permanent Address

W.M 240/B
Basti Guzan,
120ft. road
Jalandhar City.

Local Address

W.M 240/B
120ft. road
Basti Guzan
Jalandhar City.

Signature

Ramandeep Kaur

Name

Ramandeep Kaur

Asstt. Professor in

Botany

Ramandeep Principle
Hans Raj Mahila Maha Vidyalay
Jalandhar City



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Phones : Off. 72647
Res. 73382

Hans Raj Mahila Maha Vidyalaya

Mahatma Hans Raj Marg, Jalandhar-144008.

No.

68/2230

UPC

Dated 5-8-92

17th Dec 1992
Bk 156 Shreey Gadh
Ranjana Chohan J.D. D.L.

Please refer to your application for the Post of Lecturer in Chemistry and subsequent of your interview held at DAV College Managing Committee, New Delhi.

You will be pleased to note that on the basis of the interview held at Delhi, you have been selected against the permanent post (on probation for one year) of lecturer in Chemistry for this college on Rs. 2200/-p.m. in the grade of B. 2200-4000 plus admissible allowances.

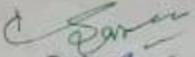
You are advised to join your duties on 18-8-92 at 2.45 am. You are also advised to see the concerned Head of the department a day earlier i.e. on 17-8-92 to know about your time-table and other details.

I shall appreciate if you could send your acceptance by the return of mail as to whether you are reporting for duty on 18-8-92. Further, if you are not interested to join duties here even then an intimation may be sent to the undersigned well in time so that the next person on waiting list could be asked to join against your post.

As per rules, you will be required to submit medical fitness certificate from the Civil Surgeon/ CMO and preferably the same may also be brought at the time of joining.

Thanking you,

Yours faithfully,


Principal.

Copy to :- Supdtt. 'A'

KG

HANS RAJ MAHILA MAHA VIDYALAYA
MAHATMA HANS RAJ MARG, JALANDHAR CITY

Ref.No Comm 222/48

Dated: 17.07.2019

Mrs. Subha Sharma
69-A, Sat Nagar,
Jalandhar.
M.No.95920-88024

Dear Madam,

Reference your application and interview for the post of Asstt. Prof. in Commerce on 05.07.2019 at this College I am pleased to inform you that you have been selected for the said post and appointed as such at this College on Contractual/Part-time basis subject to the approval of the GNDU./Govt./Managing Committee as well as acceptance of terms and conditions given below:

1. You will get a pay of Rs. 17,000/- (consolidated) p.m.
2. During the period of your Contractual employment your services may be terminated by 15 days notice on either side or on payment of salary in lieu of notice period.
3. During the period of your employment here, if you want to apply for a post elsewhere, you must have your application forwarded by the Principal.
4. As a whole-time employee you will carry out the instructions of the Principal implicitly and devote your whole-time to the service of the Institution. You will not engage in any private trade or undertake publication of books or any other work, which is likely to interfere with the discharge of your normal duties, without prior permission of the authorities. If you propose to take up any private tuition work, you will obtain prior permission of the Principal in writing.
5. You will be required not to take part in politics or indulge in activities prejudicial to the interest of the College/University or Government and also maintain cordial atmosphere and discipline in the College.
6. You will be obliged to do any examination work including invigilation, setting of papers, examination of papers etc. that may be assigned to you by the authorities.
7. You will be required to observe the enclosed 'Code of Conduct'
8. Your services will stand automatically terminated on expiry of Contractual period. No separate notice for terminating your service will be issued. Summer vacation salary will not be paid to you.
9. Since there is semester system, gap period between teaching of 1st semester & 2nd Semester will be treated also break without Pay. Joining in 2nd Semester will be subject to requirement.


Principal
Hans Raj Mahila Maha Vidyalaya
Jalandhar City

I accept the appointment on Contractual basis on the terms and conditions stated above, I joined duty on 18/7/19 forenoon.

Signature 
Name SUBHA
Asstt. Prof. in COMMERCE

Permanent Address:
69A SAT NAGAR
JALANDHAR

Local Address:
69A SAT NAGAR
JALANDHAR