



MAHARASHTRA EDUCATION SOCIETY'S  
(SINCE 1860)

## INSTITUTE OF MANAGEMENT & CAREER COURSES (IMCC)

Approved by AICTE and Recognized by Savitribai Phule Pune University, Pune

IMCC Campus, 131, Mayur Colony, Kothrud, Pune 411038, Maharashtra, India | Ph.: 020-25466271 / 73 | e-mail: info.imcc@mespune.in | http://imcc.mesimcc.org


**NBA Accredited MCA Programme (till 30/06/2022)**

### FACULTY SUMMARY (Academic Year 2021-2022)

| Designation         | Requirement | Filled-up |
|---------------------|-------------|-----------|
| Director            | 1           | 1         |
| Professor           | 1           | 1         |
| Associate Professor | 5           | 3         |
| Assistant Professor | 16          | 18        |
| <b>TOTAL</b>        | <b>23</b>   | <b>23</b> |

#### Name/s of Existing Faculty

| Designation         | No | Name                                |
|---------------------|----|-------------------------------------|
| Director            | 01 | Dr. Santosh D. Deshpande            |
| Professor           | 01 | Dr. Ravindra P. Vaidya              |
| Associate Professor | 01 | Dr. Ravikant S. Zirmite             |
|                     | 02 | Dr. Manasi S. Bhate                 |
|                     | 03 | Dr. Shweta D. Meshram               |
| Assistant Professor | 01 | Dr. Jayashree S. Patil              |
|                     | 02 | Dr. Ashwini S. Patil                |
|                     | 03 | Dr. Minakshi M. More-Tumsare        |
|                     | 04 | Mrs. Darshana P. Yadav              |
|                     | 05 | Dr. Swapnaja S. Patwardhan          |
|                     | 06 | Dr. Shilpa S. Parlikar              |
|                     | 07 | Mrs. Apurwa A. Barve                |
|                     | 08 | Ms. Kalpana S. Dhende               |
|                     | 09 | Shri. Mukul L. Kulkarni             |
|                     | 10 | Mrs. Manasi P. Ustoorikar-Shirurkar |
|                     | 11 | Mrs. Dipti N. Belsare               |
|                     | 12 | Dr. Venugopal S. Narsingojju        |
|                     | 13 | Dr. Girish A. Bodhankar             |
|                     | 14 | Dr. Poonam S. Vatharkar             |
|                     | 15 | Dr. Poonam A. Rawat                 |
|                     | 16 | Mr. Rahul K. Shinde                 |
|                     | 17 | Dr. Hemant B. Patil                 |
|                     | 18 | Mrs. Harshada G. Raut               |

  
**DIRECTOR**  
Maharashtra Education Society's  
Institute of Management & Career Courses (IMCC),  
IMCC Campus, 131, Mayur Colony, Kothrud,  
Pune-411038.



# MAHARASHTRA EDUCATION SOCIETY

'MES Bhavan' 1214-1215, Sadashiv Peth, Pune - 411 030.

☎ 020 - 41038100 / 24477528



No.MES/HR-APT/ 1002A /2018-19

Date: 20/12/2018

To

**Dr. Santosh Dinkarrao Deshpande**

B-706, Poorva-Shrushti,

Near Lokmat Bhavan,

Dhayri, Pune-411 041

## **Subject: Appointment for the post of Director of IMCC.**

In response to our advertisement dated 16<sup>th</sup> & 18<sup>th</sup> October 2018, you had applied for the post of **Director**. Subsequently you were interviewed for the said post by University Staff Selection Committee under Statute No.415 of Savitribai Phule Pune University, Pune.

On the basis of this interview and Staff Selection committee report, I am directed by the Chairman, GB of the M E society to inform you that you are appointed as **Director** at Maharashtra Education Society's Institute of Management & Career Course,( IMCC )131Mayur Colony Kothrud, Pune – 411 038, in the Pay Band of Rs. 37400-67000 with AGP of Rs 10000 with effect from 20.12.2018

Your appointment is subject to the following terms and conditions:-

1. Your services will be governed by the Maharashtra Public Universities Act, 2016, Statutes, Code of Conduct, Ordinances and rules and regulations laid down by the Savitribai Phule Pune University, State Government, AICTE, M E Society and Institute from time to time.
2. You are appointed in clear vacancy on full-time basis on probation for a period of one year from the date of joining.
3. a) You will be paid basic pay of Rs.55300/- p.m. and Grade Pay of Rs 10000/- in the Pay Band indicated above. You will also be entitled to Dearness Allowance, House Rent Allowance, Transport Allowance, Special Allowance and C.L.A. at the rates prescribed by the State Government / M E Society from time to time. On satisfactory completion of probation period in service, you shall earn annual increment.

b) Your appointment and salary shall be subject to approval by the Savitribai Phule Pune University and Director of Technical Education, Mumbai, as the case may be.

4. You may be considered for confirmation, on completion of one year probationary period from the date when you join & take the charge of the said post and on the basis of a review report of your working performance. If your conduct or performance during the probationary period found unsatisfactory, your services will be terminated without giving any notice thereof.
5. You are requested to submit the six monthly self-assessment reports to the Secretary Maharashtra Education Society Pune-30 for assessment of your performance. Further you are requested to submit your confirmation proposal to Secretary MES one month before the date of confirmation failing which your probationary period will be extended further for six month.
6. Your appointment is subject to the minimum number of students and the workload prescribed for the post.
7. You are not entitled for vacation. You are entitled for casual and other types of leave as per the rules of Savitribai Phule Pune University.
8. The examination work assigned by the College/Savitribai Phule Pune University, Pune, from time to time is obligatory on your part.
9. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, mark-sheets, experience certificate, degree certificate, discharge/relieving certificate, last pay certificate, caste certificate, caste validity certificate, change of name certificate (if any) etc., before joining your duties.
10. In case you accept the appointment, you shall have to execute a Deed of Contract/Undertaking of Service as prescribed in the Statutes at the time of joining the duties.
11. Subject to the fulfillment of the requirements mentioned in the Clause No.10 above, you will be allowed to join the duties on production of :
  - A) Two Passport size photographs,
  - B) Character Certificate from two eminent persons, one of whom should be a Government Gazetted Officer; and
  - C) Discharge Certificate from previous employer (if any).
12. You shall undergo medical examination by the approved Medical Officer or by the Civil Surgeon at the place of your duty, within three months from the



date of joining the duties. The appointment shall be provisional and conditional, pending submission of Medical Certificate stating that you are free from any contagious disease and that you are physically fit for employment as the staff of the College.

13. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Secretary M E S and I M C C office. It will be presumed that any letter sent by the Registered Post Acknowledgment Due (RPAD) on the address given, shall be deemed to have been acknowledged duly signed by you.
14. You will not conduct or engage yourself in any private tuitions or private coaching classes.
15. You will not engage yourself in any other job paid full-time, part-time or otherwise, during the continuance of your service, without the permission of the Competent Authority. The competent Authority in your case will be Secretary, M E Society.
16. You will not undertake any testing, consultancy or R&D work without the prior approval of the Competent Authority.
17. You will not register for any degree/diploma/certificate or other course without the prior permission of the Competent Authority. You will follow all the rules and regulations existing at the time of application for registration to any degree/diploma/certificate or other course.
18. Your services are transferable to any other College / Institutions run by the Management.
19. a) Your appointment may be terminated, during probation period, by either side/party, by giving one months' notice or one months' pay in lieu of the notice period, provided always that the date of expiry of such a notice shall not fall within either academic term.  
  
b) On satisfactory completion of probation and confirmation on the post thereafter, your appointment may be terminated by either side/party, by giving three months' notice or three months' pay in lieu of the notice period.
20. If you are found absent continuously for more than thirty days without prior permission, your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above, you will be liable for disciplinary action and punishment decided by the Competent Authority as provided for in the statutes. During the period of your services



liable for disciplinary action and punishment decided by the Competent Authority as provided for in the statutes. During the period of your services you shall not directly or indirectly do such things which are subversive to the interest of the Society / University / College / Students.

21. You will be responsible to the Governing Body, of the M E Society and the authorities of this Governing Body for any other work assigned to you.

Enclosed herewith are three copies of the contract from. Please sign all the copies to confirm that you accept and agree to abide by the conditions of your appointment and send one copy to the undersigned together with the joining report, the second copy to the office of the M E Society Pune-30

You are required to communicate your acceptance on or before 27.12.2018, failing which it will be presumed that you are not interested in the offer and this appointment will be treated as cancelled. No further communication will be entertained in this regard after the due date.



**(Dr. Bharat Vhanbate)**  
Secretary

Copy to: The Chief Executive Officer, M E Society, Pune-411 030 for

M E Society's Institute of Management & Career Courses



|      |                         |
|------|-------------------------|
| From | Santosh Deshpande       |
|      | B-706, Poorva Shrushti, |
|      | Near Lokmat Bhavan,     |
|      | Wadgaon (Kh),           |
|      | Pune - 411041           |

To,  
The Secretary,  
Maharashtra Education Society,  
MES Bhavan, 1215, Sadashiv Peth,  
Pune - 411 030.

**SUB.: JOINING REPORT/UNDERTAKING**

Dear Sir,

I, the undersigned, Mr./Ms./Mrs. Santosh Deshpande resident of B-706, Poorva Shrushti, Wadgaon (Kh), Pune - 41 acknowledge with thanks the receipt of the Order of Appointment no. MES/HR-APT/1002A/2018-19 dated 20/12/18 for the post of Director

I am joining today i. e. 20/12/18 on the said post, and to the best of my knowledge and belief, I am giving the following undertaking:

1. The terms and conditions mentioned in the above said Order of Appointment are fully acceptable to me, and I shall abide by them.
2. I shall work as a full time Director in the College, and shall not accept any part time or so employment outside the College.
3. I shall not register myself for any degree/diploma/certificate or any other course without the prior permission of the College.
4. I fully understand and am aware of the facts that my services shall be liable to be terminated forthwith without assigning any reason whatsoever in case of:
  - Any breach of the above points.
  - Disobeyance of the orders from the Institute given from time to time in the ultimate interest of the Institute.
  - or any other such reason/action deemed fit to terminated my service.

Place: Pune

Date: 20/12/18

Name & Signature

Santosh Deshpande

Secretary  
Maharashtra Education Society  
Pune-411030.







Maharashtra Education Society's

**Institute of Management and Career Courses (IMCC)**

(Recognised by University of Pune)

131, Mayur Colony, Kothrud, Pune - 411 038 (M.S.) INDIA

Telefax : +91-20-25466271, 25463453 • E-mail : directorimcc@vsnl.net



Ref. No.: RSZ/ 066 /2016-17

Date: 30/06/2016

To,  
Dr. Ravikant Shamrao Zirmite,  
A-2, 18, Shree Bhagwatinagar,  
Pashan, Sutarwadi Road,  
PUNE – 411 021 (MS).

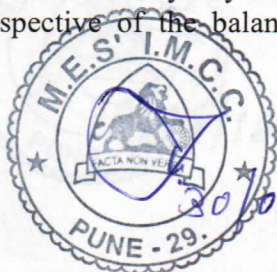
**SUB.: Appointment Order.**

Sir,

With reference to your Application for Employment for the post of **Associate Professor - MCA Programme** and subsequent Interview you had with the Selection Committee on 25/06/2016, I am pleased to inform you that you have been selected and appointed for the post of **Associate Professor - MCA Programme**.

Your Appointment is subject to the following terms & conditions:

1. That, the Appointment is on Full - Time basis and initially on probation for a period of two years from the date of appointment as an **Associate Professor - MCA Programme**, at M. E. Society's INSTITUTE OF MANAGEMENT & CAREER COURSES (IMCC), 131, Mayur Colony, Kothrud, PUNE - 411 038 from the date of joining your duties i.e. on 01/07/2016.
2. Your services will be governed by the Maharashtra Universities Act 1994 Status, Code of Conduct, Ordinance and Rules & Regulations laid down by the University of Pune, State Govt. of Maharashtra and All India Council for Technical Education (AICTE) from time to time.
3. That the said Appointment would carry Salary, Allowances and Other Benefits in the Pay Scale of Rs.37400-67000 (Grade Pay of Rs. 9000/-). Your Basic Pay will be Rs. 37400/- p.m.
4. The aforesaid financial & other aspects would be as per the Scales of AICTE / UGC as voluntarily specifically adopted by the Institution from time to time in its sole discretion.
5. That, the said Appointment is specifically and only for Computer Programmes and that it is always subject to availability of minimum number of students and prescribed work load for the said programmes. In case of non-availability of the students, your said employment is liable to be terminated without any Notice or any Payment in lieu of such notice, at the instance of the Selection Committee, irrespective of the balance period from the said stipulated period of Probation.







Maharashtra Education Society's

**Institute of Management and Career Courses (IMCC)**

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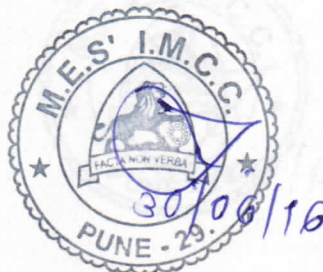
131, Mayur Colony, Kothrud, Pune - 411 038 (M.S.) INDIA

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6. That, during the period of said Employment with the Institute, you would be bound to observe and abide by all the terms and conditions hereinafter contained as also by such other Rules & Regulations as may be framed, modified or adopted by the Institute from time to time.
7. That, you would submit yourselves to the orders of the Management and its Officers and Authorities under whom you may from time to time be placed by the Management and would at all-time obey the Rules and Regulations lawfully prescribed for the time being by the Management regarding the duties and responsibilities to be performed and discharged by you.
8. That, you would employ yourselves efficiently and diligently and to the best of your ability as an Associate Professor – MCA Programme and would devote your whole time to the duties and responsibilities of the present Assignments and would not engage directly or indirectly in any Trade, Business or Occupation on your own account and would not (except in case of Accident or Sickness certified by the competent Medical Authority) remain absent from the duties without prior permission from the Management or its authorised officer.
9. That, you would devote your full time to the work of the Institute and would not directly or indirectly take any employment, work, or assignment on any basis, while in the employment of the Institute without written permission of the Competent Authority / Management.
10. That, you hereby agree and undertake to safeguard and hold in trust all papers and documents of whatsoever nature relating to work in respect of the said assignment that might have come in your custody during and out of course of your employment as aforesaid and that you further undertake to return them whenever called upon to do so by the Management and any of its authorised person or authorities.
11. That, you hereby agree and undertake that, you would not at any time during currency of this employment divulge, disclose or make known directly or indirectly any of the secretes, confidential information/ records of the Institute of whatsoever nature to anyone outside the Institute.







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12. That, if you are found guilty of any misconduct or commit breach of any of the terms and conditions of this Employment or of any rules and regulations of the Institute for time being in force, it shall be lawful for the Institute to terminate your present employment.
13. During the Probation period your services could be terminated by giving one Month's Notice or salary in lieu thereof from either side. In case of confirmation in the services after successful completion of the Probation period, 3 Months' Notice Period or salary in lieu thereof will be required from either side to leave the services of the Institute / termination of your services from the Institute.
14. That, you shall submit the originals as well as certified true copies of relevant testimonials such as birth certificate, last pay certificate, mark sheet, experience certificate. Discharge / relieving certificate, cast certificate, change of name certificate (if any) etc. before joining your duties.
15. That, you will be allowed to join duties on production of :-
  - a) Two Passport Size Photographs
  - b) Character certificate from two eminent persons. One of them should be Govt. Gazetted Officer.
  - c) Discharge Certificate from previous Employer (if any)
16. That, you shall undergo medical examination by the Authorised Doctor within 3 months from joining the duties. The Appointment shall be provisional and conditional, pending submission of Medical certificate stating that you are free from any contagious disease and that you are physically fit for the Employment on the staff of the Institute.
17. That, you are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Director. It will be presumed that any letter sent by Registered Post Acknowledgement Due (RPAD) on the address given shall be deemed to have been acknowledged dully signed by you.







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... 4 ...

18. That, you would not conduct or engage yourselves in any private tuitions or private coaching classes.
19. That, your services are liable for transfer to any College / Institution run by the Management and or affiliated to Institute / College / Society.
20. That, if you are found absent, continuously and consecutively for more than thirty days without written permission or sanction of leave, your services would stand terminated automatically irrespective of the said stipulated period of your Employment. If you are found guilty of violation of any terms and conditions mentioned above, you will be liable for disciplinary action and punishment decided by the Management, during the period of service you shall not directly or indirectly do such things which are subversive to the interests of the Society / University / Institute / Students.
21. That, you have to communicate your acceptance to the Management / Institute within Seven days from the Date of receipt of Appointment Order, failing which your Appointment is liable to be cancelled. After the acceptance of this Appointment Order you will have to join the duties on 20/08/2015.

*Yours faithfully,*

*V. H. Inamdar*  
Director, IMCC



Copy f.w.c. :-

01. Personal File of Dr. Ravikant S. Zirmite
02. Accounts Section



**From** Shri Ravikant S. Zirmite

A2-18, Shree Bhagwati Nagar, Pashan Sutarwadi Road,

Pune - 411021

To,  
The Director,  
MES' INSTITUTE OF MANAGEMENT & CAREER COURSES (IMCC)  
131, Mayur Colony, Kothrud,  
Pune - 411 029.

**SUB.: JOINING REPORT/UNDERTAKING**

Dear Sir,

I, the undersigned, **Ravikant S. Zirmite** resident of **Pune** acknowledge with thanks the receipt of the Order of Appointment No. **RSZ/066/2016-17** Dtd. **30/06/2016** for the post of **Associate Professor – MCA Programme**.

I am joining today i. e. **01/07/2016** on the said post, and to the best of my knowledge and belief, I am giving the following undertaking:

1. The terms and conditions mentioned in the above said Order of Appointment are fully acceptable to me, and I shall abide by them.
2. I am fully aware that my said appointment is valid subject to the Teachers' Approval from University of Pune for which I shall submit all pending document/s (if any) before the date of Teachers' Approval Camp.
3. I shall work as a full time **Associate Professor – MCA Programme** in the Institute, and shall not accept any part time or so employment outside the Institute.
4. I shall not register myself for any degree/diploma/certificate or any other course without the prior permission of the Director of the Institute.
5. I fully understand and am aware of the facts that my services shall be liable to be terminated forthwith without assigning any reason whatsoever in case of:
  - Any breach of the above points.
  - Disobeyance of the orders from the Institute given from time to time in the ultimate interest of the Institute.
  - or any other such reason/action deemed fit to terminate my service.

Place: **Pune**

Date: **01/07/2016**



Name & Signature

**NOTED**

**DIRECTOR - IMCC**  
**DIRECTOR**

M. E. Society's Institute Of Management  
& Career Courses (IMCC)  
131, Mayur Colony, Kothrud, Pune 411 029



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# INSTITUTE OF MANAGEMENT AND CAREER COURSES (IMCC)

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E-mail : info.imcc@mespune.in | https://imcc.mespune.in

## NBA Accredited MCA Programme

Ref. No.: MES' IMCC/VSN/ 026 /2022-23

Date: 18/07/2022

To

**Dr. Venugopal Shankaraiah Narsingoju,**

Flat No. 401, H-Wing, NEA Society,

Baner Anex road, Behind TUV NORD PVT LTD,

SUS, Pune Pin: 411021.

Subject: - Appointment to the post of Associate Professor-MCA Programme.

Sir,

In response to our recruitment advertisement published in Loksatta, The Indian Express & Financial Express on Monday, 14/02/2022, you have applied, interviewed and selected by the University Selection Committee held on 15/07/2022. Accordingly, this is to inform you that you have been appointed as Associate Professor-MCA programme at MES' Institute of Management & Career Courses, 131, Mayur Colony, Kothrud, Pune – 411 038 in the Pay Band of Rs. 37400-67000 with A.G.P. 9000/- with effect from 18/07/2022

Your appointment is subject to the following terms and conditions:

1. That, the Appointment is on Full - Time basis and initially on probation for a period of one year from the date of appointment as an **Associate Professor - MCA Programme**, at MES' Institute of Management & Career Courses, 131, Mayur Colony, Kothrud, Pune – 411 038 from the date of joining your duties i.e. on 18/07/2022.
2. The post is reserved for Other Backward Class (OBC) category. Since you belong to the said category, you are appointed on full-time basis on a probation of One year from the date of joining.
3. Your service will be governed by the Maharashtra Universities Act, 2016, Statutes, Code of Conduct, Ordinances and rules and regulations laid down by the Savitribai Phule Pune University, AICTE, M E Society and Institute from time to time.
4. You will be paid Basic Pay of Rs.37,400/- p.m. and Grade Pay of Rs. 9,000/- in the Pay Band indicated above. You will also be entitled to Dearness allowance, House Rent Allowances and C.L.A. at the rates prescribed by the State Government/M E Society from time to time.
5. Your appointment is subject to the minimum number of students and the workload prescribed for the post.

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## NBA Accredited MCA Programme

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6. You may be considered for confirmation, on completion of one-year probationary period from the date when you join and take the charge of the said post and on the basis of a review report of your working performance. If your conduct or performance during the probationary period found unsatisfactory, your services will be terminated without giving any notice thereof.
7. Your appointment and salary shall be subject to approval by the Savitribai Phule Pune University and Director/Joint Director of Higher Education as the case may be.
8. The examination work assigned by the Institute / Savitribai Phule Pune University, Pune from time to time is obligatory on your part.
9. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, mark sheet, experience certificate, discharged / relieving certificate, last pay certificate, Caste certificate, change of name certificate (if any), etc before joining your duties.
10. In case you accept the appointment, you shall have to execute Deed of Contract of Service as prescribed in the statutes at the time of joining the duties.
11. You will be allowed to join the duties on producing-
  - a) Two Passport size Photographs,
  - b) Character Certificate from two eminent persons, one of them should be a Govt. Gazette Officer,
  - c) Discharged certificate from previous employer (if any)
12. You shall undergo medical examination by the approved Medical Officer or the civil Surgeon at the place of your duty, within three months from the date of the joining the duties. The appointment shall be provisional and conditional, subject to submission of Medical Certificate Stating that you are free from any contagious disease and that you are physically fit for employment on the Staff of the College/institution.
13. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Director. It will be presumed that any letter send by registered post Acknowledgement Due (RPAD) on the address given shall be deemed to have been acknowledged duly signed by you.
14. You will not conduct or engage yourself in any private tuitions or private coaching classes.
15. You will not engage yourself in any other job paid full time, part time or otherwise during the continuance of your service, without the permission of the Competent Authority / Management. The Competent Authority in your case will be Director, MES' Institute of Management & Career Courses (IMCC), Pune

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16. You will not undertake any testing, consultancy or R & D Work without the prior approval of the Competent Authority.
17. You will not register for any degree / diploma / certificate or other course without the prior permission of the Competent Authority. You will follow all the rules and regulations existing at the time of application for registration to any degree / diploma / certificate or any other course.
18. Your services are transferable to any other Colleges/Institutions run by the Management.
19. a) Your appointment may be terminated, by either side/party, by giving one months' notice or one months' pay in lieu of the notice period, provided always that the date of expiry of such notice shall not fall within either academic term.  
b) On satisfactory completion of probation and confirmation on the post thereafter, your appointment may be terminated by either side/party, by giving three months' notice or three months' pay in lieu of the notice period.
20. If you are found absent continuously for more than 30 days without permission, your service will stand terminated automatically. If you are found guilty of violation of any terms and condition mentioned above, you will be liable for dispensary action and punishment decided by the management as provided for in the statutes. During the period of your service, you shall not directly or indirectly do such things which are subversive to the interest of the Society / University / Institute / College / Students.

You have to communicate your acceptance to the Management/College/institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.

Reviewed &  
Accepted  
*[Signature]*  
18/07/2022



Yours faithfully,

*[Signature]*  
Director  
MES IMCC

Copy to: - 1. The Chief Executive officer, M. E. Society, Pune- 30  
2. Accounts Section  
3. Personnel File

*[Signature]*  
23/07/22

|   |
|---|
| <b>From</b> Dr. Venugopal S. Narsingojh |
| flat no: 401, H-wing,                   |
| Nea society, Baner Anex road,           |
| Behind TVV Nord pvt Ltd,                |
| Sus, pune - 411021                      |

To,  
The Director,  
MES' INSTITUTE OF MANAGEMENT & CAREER COURSES (IMCC)  
131, Mayur Colony, Kothrud,  
Pune - 411 038.

### SUB.: JOINING REPORT/UNDERTAKING

Dear Sir,


I, the undersigned, Mr./Ms./Mrs. Dr. Venugopal S. Narsingojh resident of flat no: 401, H-wing, Nea society, Sus, pune acknowledge with thanks the receipt of the Order of Appointment No. MES' IMCC / VSN / 026 / 2022-23 Dtd. 18/07/2022 for the post of Associate professor.

I am joining today i. e. 18/07/2022 on the said post, and to the best of my knowledge and belief, I am giving the following undertaking:

1. The terms and conditions mentioned in the above said Order of Appointment are fully acceptable to me, and I shall abide by them.
2. I am fully aware that my said appointment is valid subject to the Teachers' Approval from University of Pune for which I shall submit all pending document/s (if any) before the date of Teachers' Approval Camp.
3. I shall work as a full time Associate professor in the Institute, and shall not accept any part time or so employment outside the Institute.
4. I shall not register myself for any degree/diploma/certificate or any other course without the prior permission of the Director of the Institute.
5. I fully understand and am aware of the facts that my services shall be liable to be terminated forthwith without assigning any reason whatsoever in case of:
  - Any breach of the above points.
  - Disobeyance of the orders from the Institute given from time to time in the ultimate interest of the Institute.
  - Or any other such reason/action deemed fit to terminate my service.

Place: pune

Date: 18/07/2022

  
Dr. Venugopal S. Narsingojh  
Name & Signature





Maharashtra Education Society's  
**INSTITUTE OF MANAGEMENT AND CAREER COURSES (IMCC)**

(Recognised by University of Pune & Approved by AICTE)

IMCC Campus, 131, Mayur Colony, Kothrud, Pune 411 029

Web Site: <www.mesimcc.org> E-mail: <directorimcc@vsnl.net>

**DR. V. H. INAMDAR** Director

Tel: +91-20-25445067 (Director) Tel: +91-20-25440196 (TPO)

Telefax: +91-20-25466271, 25463453 (Registrar)

Ref. No :AND/047/2009-2010

Date :3<sup>rd</sup> August, 2009

To,  
Divatankar Ashwini N.  
E-406, Chaitraban,  
Belvalkar Housing Society, Katraj  
PUNE - 411 046.

**SUB.: Appointment Order.**

Madam,

With reference to your Application for Employment for the post of **Lecturer - MCA Programme** and subsequent Interview you had with the University Selection Committee on 22/07/2009 and as directed by the said University Selection Committee, I am pleased to inform you that you have been selected and appointed for the post of **Lecturer - MCA Programme** with effect from 03/08/2009.

Your Appointment is subject to the following terms & conditions:

1. That, the Appointment is on Full - Time basis and initially on probation for a period of two years from the date of appointment as "Lecturer - MCA Programme", at M. E. Society's INSTITUTE OF MANAGEMENT & CAREER COURSES (IMCC), 131, Mayur Colony, Kothrud, PUNE - 411 029 from the date of joining your duties i.e. on 03/08/2009.
2. Your services will be governed by the Maharashtra Universities Act 1994 Status, Code of Conduct, Ordinance and Rules & Regulations laid down by the University of Pune, State Govt. of Maharashtra and All India Council for Technical Education (AICTE) from time to time.
3. That the said Appointment would carry following Salary, Allowances and Other Benefits (In the Grade of Lecturer with Scale of Rs. 8000-275-13500).
4. The aforesaid financial & other aspects would be as per the Scales of AICTE / UGC as voluntarily specifically adopted by the Institution from time to time in its sole discretion.
5. That, the said Appointment is specifically and only for Computer Programmes and that it is always subject to availability of minimum number of students and prescribed work load for the said programmes. In case of non availability of the students, your said employment is liable to be terminated without any Notice or any Payment in lieu of such notice, at the instance of the Selection Committee, irrespective of the balance period from the said stipulated period.
6. That, during the period of said Employment with the Institute, you would be bound to observe and abide by all the terms and conditions hereinafter contained as also by such other Rules & Regulations as may be framed, modified or adopted by the Institute from time to time.

Contd..2





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Telefax: +91-20-25466271, 25463453 (Registrar)

Ref. No :AND/047/2009-2010

Date :3<sup>rd</sup> August, 2009

...2...

7. That, you would submit yourselves to the orders of the Management and its Officers and Authorities under whom you may from time to time be placed by the Management and would at all time obey the Rules and Regulations lawfully prescribed for the time being by the Management regarding the duties and responsibilities to be performed and discharged by you.
8. That, you would employ yourselves efficiently and diligently and to the best of your ability as a Lecturer – MCA Programme and would devote your whole time to the duties and responsibilities of the present Assignments and would not engage directly or indirectly in any Trade, Business or Occupation on your own account and would not (except in case of Accident or Sickness certified by the competent Medical Authority) remain absent from the duties without prior permission from the Management or its authorised officer.
9. That, you would devote your full time to the work of the Institute and would not directly or indirectly take any employment, work, or assignment on any basis, while in the employment of the Institute without written permission of the Competent Authority / Management.
10. That, you hereby agree and undertake to safeguard and hold in trust all papers and documents of whatsoever nature relating to work in respect of the said assignment that might have come in your custody during and out of course of your employment as aforesaid and that you further undertake to return them whenever called upon to do so by the Management and any of its authorised person or authorities.
11. That, you hereby agree and undertake that, you would not at any time during currency of this employment divulge, disclose or make known directly or indirectly any of the secret, confidential information/ records of the Institute of whatsoever nature to any one outside the Institute.
12. That, if you are found guilty of any misconduct or commit breach of any of the terms and conditions of this Employment or of any rules and regulations of the Institute for time being in force, it shall be lawful for the Institute to terminate your present employment.
13. During the Probation period your services could be terminated by giving one Month's Notice or salary in lieu thereof from either side. In case of confirmation in the services after successful completion of the Probation period, 3 Month's Notice Period or salary in lieu thereof will be required from either side to leave the services of the Institute / termination of your services from the Institute.
14. That, you shall submit the **originals as well as certified true copies** of relevant testimonials such as Birth Certificate, Last Pay Certificate, Mark Statement/s, Experience Certificate/s, Discharge/Relieving Order/Certificate, Cast Certificate, Change of Name Certificate (if any) etc. before joining your duties.
15. That, you will be allowed to join duties on production of :-
  - a) Two Passport Size Photographs
  - b) Character certificate from two eminent persons. One of them should be Govt. Gazetted Officer.
  - c) Discharge Certificate from previous Employer (if any)

Contd..3





Maharashtra Education Society's  
**INSTITUTE OF MANAGEMENT AND CAREER COURSES (IMCC)**

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Telefax: +91-20-25466271, 25463453 (Registrar)

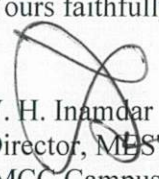
Ref. No :AND/047/2009-2010

Date :3<sup>rd</sup> August, 2009

...3...

16. That, you shall undergo medical examination by the Authorised Doctor within 3 months from joining the duties. The Appointment shall be provisional and conditional, pending submission of Medical certificate stating that you are free from any contagious disease and that you are physically fit for the Employment on the staff of the Institute.
17. That, you are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Director. It will be presumed that any letter sent by Registered Post Acknowledgement Due (RPAD) on the address given shall be deemed to have been acknowledged dully signed by you.
18. That, you would not conduct or engage yourselves in any private tuitions or private coaching classes.
19. That, your services are liable for transfer to any College / Institution run by the Management and or affiliated to Institute / College / Society.
20. That, if you are found absent, continuously and consecutively for more that thirty days without written permission or sanction of leave, your services would stand terminated automatically irrespective of the said stipulated period of your Employment. If you are found guilty of violation of any terms and conditions mentioned above, you will be liable for disciplinary action and punishment decided by the Management, during the period of service you shall not directly or indirectly do such things which are subversive to the interests of the Society / University / Institute / Students.
21. That, you have to communicate your acceptance to the Management / Institute within Seven days from the Date of receipt of Appointment Order, failing which your Appointment is liable to be cancelled.

Yours faithfully,

  
V. H. Inamdar  
Director, MES's Institute of Management & Career Courses (IMCC),  
IMCC Campus, 131, Mayur Colony, Kothrud, PUNE – 411 029.

COPY F.W.C:

01. Shri. A.N. Valsangkar, CEO, M E Society, MES Bhavan, Sadashiv Peth, PUNE – 30.
02. Dr. A. V. Nirgudkar Medical Officer, M E Society, 198/1-25, Sadashiv Peth, PUNE – 30.
03. The Registrar, MES' IMCC, Pune – 29.
04. Personal File of Ms. Ashwini Divtankar



From

Ashwini N. Divatankar  
E406, Chaitangan,  
Belvalkar Housing Society,  
Sukhsagar Nagar,  
Katraj, Pune 411046

To,  
The Director,  
MES' INSTITUTE OF MANAGEMENT & CAREER COURSES (IMCC)  
131, Mayur Colony, Kothrud,  
Pune - 411 029.

**SUB.: JOINING REPORT/UNDERTAKING**

Dear Sir,

I, the undersigned, Mr./Ms./Mrs. Ashwini N. Divatankar resident of  
Pune  
acknowledge with thanks the receipt of the Order of Appointment no. AND/047/2009-2010  
dated 03/08/09 for the post of Lecturer

I am joining today i. e. 03/08/09 on the said post, and to the best of my knowledge and belief, I am giving the following undertaking:

1. The terms and conditions mentioned in the above said Order of Appointment are fully acceptable to me, and I shall abide by them.
2. I shall work as a full time Lecturer in the College, and shall not accept any part time or so employment outside the College.
3. I shall not register myself for any degree/diploma/certificate or any other course without the prior permission of the College.
4. I fully understand and am aware of the facts that my services shall be liable to be terminated forthwith without assigning any reason whatsoever in case of:
  - Any breach of the above points.
  - Disobeyance of the orders from the Institute given from time to time in the ultimate interest of the Institute.
  - or any other such reason/action deemed fit to terminated my service.

Place: Pune

Date: 03/08/09

Ashwini N. Divatankar  
[Signature]  
Name & Signature

Noted  
[Signature]  
03/08/09





रजि. नं. पुक्षो/पंसप/पु. पृ. मं./सा./२०४/  
२००९-२०११/एल. डब्ल्यू. पी. /१९६,  
क्र. पी. एच. एम./एस. आर./१९२/VIII/२००९.  
रजि. नं. आरएनआय/एमएचवीआयएल/०५७७७/  
१३-१-२००९/टीसी.  
www.yerawadaprisonpress.com

किंमत : १५ रुपये

# महाराष्ट्र शासन राजपत्र

## भाग दोन — नाव, वय व धर्म बदलण्याच्या जाहिरातींचा विभाग

क्रमांक २१]

गुरुवार, दिनांक २७ मे २०१० / जेष्ठ ६, शके १९३२

सूचना — जाहिरातीत असलेल्या मजकुराबाबतच्या सत्यतेविषयी शासन कुठलीच जबाबदारी स्वीकारणार नाही.

यावरून असे जाहीर करण्यात येत आहे की, खालील व्यक्तींनी आपले जुने नाव बदलून नवीन नाव धारण केले आहे—

| जुने नाव व नोंदणी क्रमांक          | नवीन नाव व पत्ता  | जुने नाव व नोंदणी क्रमांक         | नवीन नाव व पत्ता   |
|------------------------------------|---|-----------------------------------|--|
| सलीम आबुल रशिद रजपुत<br>(०५९९२२)   | सलीम रशिद आबुल पठाण<br>२/१०९, स्वारगेट पोलीस वसाहत,<br>पुणे-४११ ०४२.                                    | इंदुबाई गुलाब कोतवाल<br>(०५९९३०)  | इंदुबाई गुलाब भोसले<br>बाळाबा वस्ती, मु. पो. अष्टापूर,<br>तालुका हवेली, जिल्हा पुणे,<br>पिन-४१२ २०७. |
| निशाल नामदेव कोतवाल<br>(०५९९२४)    | निशाल नामदेव भोसले<br>फ्लॅट नं. १०२, कुबेरा संकुल,<br>अर्शांक बिल्डिंग, गाडीतळ,<br>हडपसर, पुणे-४११ ०२८. | अंकुश गुलाब कोतवाल<br>(०५९९३१)    | अंकुश गुलाब भोसले<br>बाळाबा वस्ती, मु. पो. अष्टापूर,<br>तालुका हवेली, जिल्हा पुणे,<br>पिन-४१२ २०७.   |
| संस्कृती बापुसो कोतवाल<br>(०५९९२५) | संस्कृती बापुसो भोसले<br>बाळाबा वस्ती, मु. पो. अष्टापूर,<br>तालुका हवेली, जिल्हा पुणे,<br>पिन-४१२ २०७.  | रामदास बाजीराव कोतवाल<br>(०५९९३२) | रामदास बाजीराव भोसले<br>धनवडी, मु. पो. अष्टापूर,<br>तालुका हवेली, जिल्हा पुणे,<br>पिन-४१२ २०७.       |
| निलेश अंकुश कोतवाल<br>(०५९९२६)     | निलेश अंकुश भोसले<br>बाळाबा वस्ती, मु. पो. अष्टापूर,<br>तालुका हवेली, जिल्हा पुणे,<br>पिन-४१२ २०७.      | छाया रामदास कोतवाल<br>(०५९९३३)    | छाया रामदास भोसले<br>धनवडी, मु. पो. अष्टापूर,<br>तालुका हवेली, जिल्हा पुणे,<br>पिन-४१२ २०७.          |
| लता गुलाब कोतवाल<br>(०५९९२७)       | लता गुलाब भोसले<br>बाळाबा वस्ती, मु. पो. अष्टापूर,<br>तालुका हवेली, जिल्हा पुणे,<br>पिन-४१२ २०७.        | रूपाली रामदास कोतवाल<br>(०५९९३४)  | रूपाली रामदास भोसले<br>धनवडी, मु. पो. अष्टापूर,<br>तालुका हवेली, जिल्हा पुणे,<br>पिन-४१२ २०७.        |
| गणेश अंकुश कोतवाल<br>(०५९९२८)      | गणेश अंकुश भोसले<br>बाळाबा वस्ती, मु. पो. अष्टापूर,<br>तालुका हवेली, जिल्हा पुणे,<br>पिन-४१२ २०७.       | विशाल रामदास कोतवाल<br>(०५९९३५)   | विशाल रामदास भोसले<br>धनवडी, मु. पो. अष्टापूर,<br>तालुका हवेली, जिल्हा पुणे,<br>पिन-४१२ २०७.         |
| गुलाब बाबुराव कोतवाल<br>(०५९९२९)   | गुलाब बाबुराव भोसले<br>बाळाबा वस्ती, मु. पो. अष्टापूर,<br>तालुका हवेली, जिल्हा पुणे,<br>पिन-४१२ २०७.    |                                   |  |



| OLD NAME WITH<br>REGISTRATION No.                         | NEW NAME AND<br>ADDRESS   | OLD NAME WITH<br>REGISTRATION No.                 | NEW NAME AND<br>ADDRESS  |
|---|---|---|--|
| Dhiraj Vijayan Nambiar<br>(060181)                        | Dhiraj Rajesh<br>A-901, Devi Orchid,<br>Bhau Patil Road, Bopodi,<br>Pune-411 020.   | Hardayal Singh<br>Onkar Singh Tura<br>(060270)    | Hurrdyal Singh<br>Onkar Singh Turhaa<br>Adarsh Indiranagar,<br>Near New R. T. O.,<br>Survey No. 90, Yeravda,<br>Pune-411 006.                                    |
| Sandhya<br>Shanker Narayan Rao<br>Mahendrakar<br>(060186) | Laxmi Vaman Zingade<br>D-405, Madhuban,<br>Near Petrol Pump,<br>Kalas-Alandi Road,<br>Pune-411 015.   | Beena Shankaria<br>Khanchandani<br>(060282)       | Nidhi Jainendra Modi<br>R-5, Gate-4,<br>Roseland Residency,<br>Pimple Saudagar,<br>Pune-411 027.   |
| Dipti Mohan Shah<br>(060206)                              | Dipti Piyush Porwal<br>26/27, Chandanbala<br>Apartment, Mukundnagar,<br>Pune-411 037.   | Godawari Pritam<br>Sindhvani<br>(060287)          | Babita Pravin Gugaliya<br>C/o. Pritam<br>Communication,<br>141, Main Bazar,<br>Dehuroad, Pune,<br>Pin-412 101.   |
| Ashwini Nivrutti Divatankar<br>(060208)                   | Ashwini Subhash Patil<br>E-406, Chaitrangan,<br>Belvalkar Housing<br>Society, Sukhsagnagar,<br>Katraj, Pune-411 046.                                      | Swapnil Chand<br>(060297)                         | Swarnil Chand<br>C/o. Suresh Malhotra,<br>Flat No. 201,<br>Building No. 34,<br>Chandan Garden Society,<br>NIBM, Kondhwa,<br>Pune-411 048.                        |
| Poonam Krishnath Yadav<br>(060209)                        | Poonam Abhijeet<br>Suryawanshi<br>C/o. K. M. Yadav-Deshmukh,<br>243-A, Dattaprasad<br>Apartment, Mangalwar<br>Peth, Near Mangalwar<br>Tale Chowk, Satara. | Vinod Mohanlal Shah<br>(060303)                   | Vinod Mohanlal Gathani<br>Panna Society,<br>297, Somwar Peth,<br>Pune-411 011.   |
| Megha Laxman Gavali<br>(060233)                           | Megha Amar Jadhav<br>3810/1/12, Dattanagar,<br>Old Railway Station,<br>Barshi, District Solapur,<br>Pin-400 413.  | M. Mariyamma Samuel<br>Bhaskar<br>(060304)        | Elizabeth Solomon Asade<br>Datta Wadi,<br>Near Saibaba Mandir,<br>Sr. No. 129/999,<br>Pune-411 030.  |
| Wasudeo Labde<br>(060256)                                 | Priti Avinash Pethkar<br>Flat No. 20, 'D' Building,<br>Nirmal Township,<br>Sasanenagar, Hadapsar,<br>Pune-411 028.  | Jayakumar Charles Mickal<br>(060331)              | Jaykumar Charles Michael<br>C/o. Adv. Vaman Solankar,<br>Opp. Bhairawanath<br>Temple, Vadgaon Sheri<br>Gaathan, Pune-411 014.                                    |
| Ashree Babasaheb<br>Bhosale<br>(060257)                   | Dhanashree Amol Pethkar<br>E-101, Sylavania,<br>Magarpatta City,<br>Pune-411 028.   | Guruprasad T. S.<br>(060333)                      | Guruprasad S. Bhat<br>C/o. Adv. & Notary<br>(Govt. of India),<br>Vachodeep Sect. 27-A,<br>Plot No. 101,<br>Near I. T. I.,<br>Nigdi Pradhikaran,<br>Pune-411 044. |
| Batyapal Malik<br>(060268)                                | Deepika Sandeep Singh<br>C/o. G. N. Sundaram,<br>P-4, 204,<br>Kumar Samruddhi,<br>Vishrantwadi,<br>Tingrenagar Road,<br>Pune-411 015.                     | Shahedaband<br>Mohammed Shaban Ansari<br>(060348) | Shaheda Ramzan Ansari<br>Flat No. 15,<br>Azizia Apartment,<br>288, Ghopade Peth,<br>Pune-411 042.  |

HOD (Comp. Dept.)  
M.E. Society's Institute of Management  
& Career Courses (IMCC)

Maharashtra Education Society's

Institute of Management & Career Courses (IMCC)

IMCC Campus, 131, Mayur Colony, Kothrud,

Pune-411 038.

Maharashtra Education Society's

Institute of Management & Career Courses (IMCC)

IMCC Campus, 131, Mayur Colony, Kothrud,

Pune-411 038.





**Maharashtra Education Society's**  
**INSTITUTE OF MANAGEMENT AND CAREER COURSES (IMCC)**  
New Educational Building, Garware College Campus, 30 Karve Road, PUNE - 411 004.  
E-mail:mesimcc@giaspn01.vsnl.net.in

**DR. V. H. INAMDAR**  
Director  
(Telefax : 5466271)

Ref. No. 684  
Date 1 JUN 2000

To,  
Mrs. Paralikar Shilpa S.

**Sub : Appointment as 'Full-Time' Lecturer in Computer Management.**

Madam,

Your application dated 30.05.2000 further to your adhoc appointment has been reviewed by the Management.

I am pleased to inform you that the Management has appointed you as Full-Time Lecturer in Computer Management in M.E.Society's Institute of Management & Career Courses, 30 Garware College Campus, Karve Road, Pune - 4. in the Scale of Rs.2200-75-2800-EB-100-4000 w.e.f.1st June,2000. Your appointment is subject to the following terms & conditions :

1. Your services will be governed by the Maharashtra Universities Act.1994 statutes, Code of Conduct, Ordinances and rules & regulations laid down by the University of Pune & State Government from time to time.
  2. You are appointed on full-time basis on a probation for a period of 2 Years from the date of joining.
  3. (i) You will be paid basic pay of Rs.2200/- per month in the scale indicated above. You will also be entitled to Dearness Allowance, House Rent Allowance & C.L.A. at the rates prescribed by the State Government from time to time. In the case you are appointed for a period of more than one year you shall earn annual increment.  
(ii) Your appointment & salary shall be subject to approval by the University of Pune and the Director of Technical Education/Director of Higher Education as the case may be.
  4. You shall have to qualify the NET or the SET or similar test (as the case may be) laid down by the University or State Government or UGC or the Central Council pertaining to your faculty within the stipulated period.
  5. Your appointment is subject to the minimum number of students and the workload prescribed for the post.
- g





M. E. S.'s I.M.C.C. - Continuation Sheet

6. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, marksheets, experience certificate, discharge / relieving certificate, last pay certificate, Cast certificate, change of name certificate (if any) etc. before joining your duties.
7. In case you accept the appointment you shall have to execute Deed of Contract of Service as prescribed in the statutes at the time of joining the duties.
8. You will be allowed to join the duties on producing of -
  - (i) Two Passport size Photographs.
  - (ii) Character Certificate from two eminent persons. One of them should be Govt. Gazetted Officer
  - (iii) Discharge Certificate from previous employer (if any).
  - (iv) Marriage Certificate.
9. You shall undergo medical examination by the approved Medical Officer or by the Civil Surgeon at the place of your duty within three months from the date of joining the duties. The appointment shall be provisional & conditional, pending submission of Medical Certificate stating that you are free from any contagious disease and that you are physically fit for employment on the staff of the College / Institution.
10. You are required to give the correct mailing address as soon as you join the duties and change in the address given earlier should be communicated to the Director. It will be presumed that any letter sent by Registered Post Acknowledgement Due (RPAD) on the address given shall be deemed to have been acknowledged duly signed by you.
11. You will not conduct or engage yourself in any private tutions or private coaching classes.
12. You will not engage yourself in any other job paid full-time, part-time or otherwise, during the continuance of your service, without the permission of competent authority / Management.
13. Your services are transferrable to any other college / Institution run by the Management.





M. E. S.'s I.M.C.C. - Continuation Sheet

14. Your appointment may be terminated at any time, by either side/party, by giving one month's notice or one month's pay in lieu of the notice period in case the period spent in service is more than six months.
15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms & conditions mentioned above you will be liable for disciplinary action and punishment decided by the Management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society / University / Institute / College / Students.
16. You have to communicate your acceptance to the Management / College / Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled. After the acceptance of this appointment order you will have to join the duties immediately with effect from 01st June, 2000.

Yours faithfully,

DR. V. H. Inamdar  
Director - IMCC

Received & Accepted

S. S. Parlikar  
1/6/2000



From Mrs Shilpa Parlikar  
Kothrud, Pune.

To,  
The Director,  
MES' INSTITUTE OF MANAGEMENT & CAREER COURSES (IMCC)  
131, Mayur Colony, Kothrud,  
Pune - 411 029.

**SUB.: JOINING REPORT/UNDERTAKING**

Dear Sir,

I, the undersigned, Mr./Ms./Mrs. PARLIKAR SHILPA S resident of  
17, Reshma Residency, Paramhans Nagar lane 3, Kothrud Pune 38  
acknowledge with thanks the receipt of the Order of Appointment no. 684  
dated 01.06.2000 for the post of Lecturer

I am joining today i. e. 01.06.2000 on the said post, and to the best of my knowledge and belief, I am giving the following undertaking:

1. The terms and conditions mentioned in the above said Order of Appointment are fully acceptable to me, and I shall abide by them.
2. I shall work as a full time \_\_\_\_\_ in the College, and shall not accept any part time or so employment outside the College.
3. I shall not register myself for any degree/diploma/certificate or any other course without the prior permission of the College.
4. I fully understand and am aware of the facts that my services shall be liable to be terminated forthwith without assigning any reason whatsoever in case of:
  - Any breach of the above points.
  - Disobeyance of the orders from the Institute given from time to time in the ultimate interest of the Institute.
  - or any other such reason/action deemed fit to terminated my service.

IMCC,  
Place: Pune

Date: 01.06.2000

SS Parlikar

Name & Signature

Mrs Shilpa S. Parlikar





Maharashtra Education Society's

**Institute of Management and Career Courses (IMCC)**

IMCC Campus, 131 Mayur Colony, Kothrud, Pune 411 029.

Telefax : + 01-20-25466271, 25463453 E-mail : directorimcc@vsnl.net



(Recognised by University of Pune & Approved by AICTE)

No. MLK/113/2013-14

Date : 31.08.2013.

Mr. Mukul Laxmankumar Kulkarni  
15 A/3 Chintamani Bungalow,  
Near Kaling Hotel,  
Off Karve Road, Erandwane,  
Pune - 411004.

**SUB.: Appointment Order.**

Sir,

With reference to your Application for Employment for the post of Assistant Professor - MCA Programme and subsequent Interview you had with the University Selection Committee on 24.08.2013. I am pleased to inform you that you have been selected and appointed for the post of Assistant Professor - MCA Programme with effect from 02.09.2013.

Your Appointment is subject to the following terms & conditions:

1. That, the Appointment is on Full - Time basis and initially on probation for a period of two years from the date of appointment as "Assistant Professor - MCA Programme", at M. E. Society's INSTITUTE OF MANAGEMENT & CAREER COURSES (IMCC), 131, Mayur Colony, Kothrud, PUNE - 411 029 from the date of joining your duties i.e. on 02.09.2013.
2. Please note that your selection is made under the Full Time VACANCY of "OPEN Category". Your Appointment is subject to Teachers' Approval of University of Pune. It is mandatory for you to submit required necessary documents for Teachers' Approval.
3. Your services will be governed by the Maharashtra Universities Act 1994 Status, Code of Conduct, Ordinance and Rules & Regulations laid down by the University of Pune, State Govt. of Maharashtra and All India Council for Technical Education (AICTE) from time to time.
4. That the said Appointment would carry following Salary, Allowances and Other Benefits in the Grade of Assistant Professor with Scale of Rs. 15600-39100 in AGP of Rs. 6000. Your Basic Pay will be Rs. 15600/- p.m.
5. The aforesaid financial & other aspects would be as per the Scales of AICTE / UGC as voluntarily specifically adopted by the Institution from time to time in its sole discretion.
6. That, the said Appointment is specifically and only for Computer Programmes and that it is always subject to availability of minimum number of students and prescribed work load for the said programmes. In case of non-availability of the students, your said employment is liable to be terminated without any Notice or any Payment in lieu of such notice, at the instance of the Selection Committee, irrespective of the balance period from the said stipulated period.







Maharashtra Education Society's

**Institute of Management and Career Courses (IMCC)**

IMCC Campus, 131 Mayur Colony, Kothrud, Pune 411 029.

Telefax : + 01-20-25466271, 25463453 E-mail : directorimcc@vsnl.net



(Recognised by University of Pune & Approved by AICTE)

7. That, during the period of said Employment with the Institute, you would be bound to observe and abide by all the terms and conditions hereinafter contained as also by such other Rules & Regulations as may be framed, modified or adopted by the Institute from time to time.
8. That, you would submit yourselves to the orders of the Management and its Officers and Authorities under whom you may from time to time be placed by the Management and would at all-time obey the Rules and Regulations lawfully prescribed for the time being by the Management regarding the duties and responsibilities to be performed and discharged by you.
9. That, you would employ yourselves efficiently and diligently and to the best of your ability as an Assistant Professor - MCA Programme and would devote your whole time to the duties and responsibilities of the present Assignments and would not engage directly or indirectly in any Trade, Business or Occupation on your own account and would not (except in case of Accident or Sickness certified by the competent Medical Authority) remain absent from the duties without prior permission from the Management or its authorised officer.
10. That, you would devote your full time to the work of the Institute and would not directly or indirectly take any employment, work, or assignment on any basis, while in the employment of the Institute without written permission of the Competent Authority / Management.
11. That, you hereby agree and undertake to safeguard and hold in trust all papers and documents of whatsoever nature relating to work in respect of the said assignment that might have come in your custody during and out of course of your employment as aforesaid and that you further undertake to return them whenever called upon to do so by the Management and any of its authorised person or authorities.
12. That, you hereby agree and undertake that, you would not at any time during currency of this employment divulge, disclose or make known directly or indirectly any of the secret, confidential information/ records of the Institute of whatsoever nature to anyone outside the Institute.
13. That, if you are found guilty of any misconduct or commit breach of any of the terms and conditions of this Employment or of any rules and regulations of the Institute for time being in force, it shall be lawful for the Institute to terminate your present employment.
14. During the Probation period your services could be terminated by giving one Months' Notice or salary in lieu thereof from either side. In case of confirmation in the services after successful completion of the Probation period, 3 Months' Notice Period or salary in lieu thereof will be required from either side to leave the services of the Institute / termination of your services from the Institute.
15. That, you shall submit the originals as well as certified true copies of relevant testimonials such as Birth Certificate, Last Pay Certificate, Mark Statement/s, Experience Certificate/s, Discharge/Relieving Order/Certificate, Cast Certificate, Change of Name Certificate (if any) etc. before joining your duties.







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Telefax : + 01-20-25466271, 25463453 E-mail : directorimcc@vsnl.net



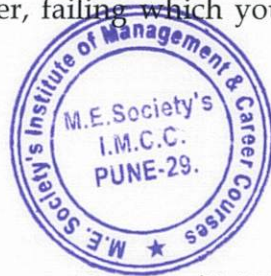
(Recognised by University of Pune & Approved by AICTE)

16. That, you will be allowed to join duties on production of :-
  - a) Two Passport Size Photographs
  - b) Character certificate from two eminent persons. One of them should be Govt. Gazetted Officer.
  - c) Discharge Certificate from previous Employer (if any)
17. That, you shall undergo medical examination by the Authorised Doctor within 3 months from joining the duties. The Appointment shall be provisional and conditional, pending submission of Medical certificate stating that you are free from any contagious disease and that you are physically fit for the Employment on the staff of the Institute.
18. That, you are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Director. It will be presumed that any letter sent by Registered Post Acknowledgement Due (RPAD) on the address given shall be deemed to have been acknowledged dully signed by you.
19. That, you would not conduct or engage yourselves in any private tuitions or private coaching classes.
20. That, your services are liable for transfer to any College / Institution run by the Management and or affiliated to Institute / College / Society.
21. That, if you are found absent, continuously and consecutively for more than thirty days without written permission or sanction of leave, your services would stand terminated automatically irrespective of the said stipulated period of your Employment. If you are found guilty of violation of any terms and conditions mentioned above, you will be liable for disciplinary action and punishment decided by the Management, during the period of service you shall not directly or indirectly do such things which are subversive to the interests of the Society / University / Institute / Students.
22. That, you have to communicate your acceptance to the Management / Institute within Seven days from the Date of receipt of Appointment Order, failing which your Appointment is liable to be cancelled.

Yours' faithfully,

V. H. Inamdar

Director, MES's Institute of Management & Career Courses (IMCC),  
IMCC Campus, 131, Mayur Colony, Kothrud, PUNE - 411 029.



Received & Accepted  
*Mukul*  
21/9/2013

COPY F.W.C:

01. The Accounts Section, MES' IMCC, Pune - 29.
02. Personal File of Mr. Mukul Laxmankumar Kulkarni.



**From** Mr. Mukul Laxmankumar Kulkarni

15A/3 Chintamani Bungalow,

Near Kaling Hotel,

Off Karve Road, Erandawane.

Pune - 411004

To,  
The Director,  
MES' INSTITUTE OF MANAGEMENT & CAREER COURSES (IMCC)  
131, Mayur Colony, Kothrud,  
Pune - 411 029.

### SUB.: JOINING REPORT/UNDERTAKING

Dear Sir,

I, the undersigned, Mr./~~Ms.~~/Mrs. Mukul L. Kulkarni resident of  
Pune

acknowledge with thanks the receipt of the Order of Appointment No. MLK/113/2013-14  
Dtd. 31/08/2013 for the post of Assistant Professor  
MCA programme

I am joining today i. e. 2/09/2013 on the said post, and to the best of my knowledge and belief, I am giving the following undertaking:

1. The terms and conditions mentioned in the above said Order of Appointment are fully acceptable to me, and I shall abide by them.
2. I am fully aware that my said appointment is valid subject to the Teachers' Approval from University of Pune for which I shall submit all pending document/s (if any) before the date of Teachers' Approval Camp.
3. I shall work as a full time Assistant Professor MCA in the Institute, and shall not accept any part time or so employment outside the Institute.
4. I shall not register myself for any degree/diploma/certificate or any other course without the prior permission of the Director of the Institute.
5. I fully understand and am aware of the facts that my services shall be liable to be terminated forthwith without assigning any reason whatsoever in case of:
  - Any breach of the above points.
  - Disobeyance of the orders from the Institute given from time to time in the ultimate interest of the Institute.
  - Or any other such reason/action deemed fit to terminate my service.

Place: Pune

Date: 2/9/13

Noted

02/09/13

Mukul L. Kulkarni  
Name & Signature





MAHARASHTRA EDUCATION SOCIETY'S  
(SINCE 1860)

# INSTITUTE OF MANAGEMENT AND CAREER COURSES (IMCC)

Approved by AICTE and Recognised by Savitribai Phule Pune University, Pune  
IMCC Campus, 131, Mayur Colony, Kothrud, Pune - 411038, Maharashtra, India | Ph.: +91-020-25466271 / 25466273  
E-mail : info.imcc@mespune.in | https://imcc.mespune.in

## NBA Accredited MCA Programme

Ref. No.: MES IMCC/APPT./04(A)/2021-22

Date: 01/07/2021

To

**Dr. Poonam A. Rawat**

Plot No.-50, 401, Ratnadeep,  
Tulshibaugwale Colony,  
Sahakar Nagar No.02, Pune -411009.

### SUB.: Appointment

Madam,

With reference to your application and subsequent interview you had for employment for the post of Assistant Professor, MBA Programme. I am pleased to inform you that the Management has appointed you as Assistant Professor, MBA Programme with effect from 01/07/2021 or from your date of joining. Your appointment is subject to the following terms and conditions;

1. Your service will be governed by the Maharashtra Universities Act, 1994, Statutes, Code of Conduct, Ordinances and rules and regulations laid down by the Savitribai Phule Pune University and State Government, from time to time.
2. Your appointment is purely temporary and adhoc basis for a period from 01/07/2021 to 31/05/2022 or end of the academic year 2021-22 whichever is earlier.
3. You will be paid consolidated salary of Rs.30,000/- p.m. during the said period.
4. Your appointment is subject to the minimum number of students and the workload prescribed for the post.
5. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, mark sheet, experience certificate, discharged/ relieving certificate last pay certificate, change of name certificate (if any), etc. before joining your duties.
6. You will be allowed to join the duties on producing –
  - (i) Two passport size Photographs
  - (ii) Character Certificate from two eminent persons, one of them should be a Govt. Gazette Officer
  - (iii) Discharged Certificate from previous employer (if any)

Contd..2

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E-mail : info.imcc@mespune.in | https://imcc.mespune.in

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7. You shall undergo medical examination by the approved Medical officer or the civil Surgeon at the place of your duty, within three months from the date of the joining duties. The appointment shall be provisional and conditional, subject to submission of Medical Certificate stating that you are free from any contagious disease and that you are physically fit for employment on the Staff of the College/ Institution.
8. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Director. IT will be presumed that any letter send by registered Post Acknowledgment due (RPAD) on the address given shall be deemed to have been acknowledged duly signed by you.
9. You will not conduct or engage yourself in any private tuition's or private coaching classes.
10. You will not engage yourself in any other job paid full time, part time or otherwise during the continuance of your service, without the permission of the Competent Authority Management.
11. Your services are transferable to any other Colleges/Institutions run by the Management.
12. Your appointment may be terminated, at any time, by either side/party, by giving one month's notice or one month's pay in lieu of notice period in case the period spent in service is more than six months.
13. If you are found absent continuously for more than 30 days without permission, your service will stand terminated automatically. If you are found guilty of violation of any terms and condition mentioned above, you will be liable for disciplinary action and of your service you shall not directly or indirectly do such things which are subversive to the interest of the Society/University/Institute/College/Students.
14. **You have to communicate your acceptance to the Management/College/Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.**

Accepted  
Poonam Rawat



Yours faithfully,

(Dr. Santosh Deshpande)  
Director

Copy f.w.c. :-

01. The Chief Executive officer, M.E. Society, Pune -30
02. Accounts Section
03. Personnel File

...2...



From,

**Dr. Poonam A. Rawat**

Plot No. 50, 401, Ratnadeep,

Tulshibaugwale Colony,

Sahakar Nagar, No. 2, Pune 411009.

To,

The Director,

MES's Institute of Management & Career Courses

131, Mayur Colony, Kothrud,

Pune – 411 038.

**SUB.: JOINING REPORT/UNDERTAKING**

Dear Sir,

I, the undersigned, Dr. Poonam A. Rawat resident of Plot No. 50, 401, Ratnadeep, Tulshibaugwale Colony, Sahakar Nagar, No. 2, Pune 411009, acknowledge with thanks the receipt of the Order of Appointment No. MES IMCC/APPT/04(A)/2021-22 dated 01/07/2021 for the post of Assistant Professor, MBA Programme.

I am joining today i. e. **01/07/2021** on the said post, and to the best of my knowledge and belief, I am giving the following undertaking:

11. The terms and conditions mentioned in the above said Order of Appointment are fully acceptable to me, and I shall abide by them.
12. I am fully aware that my said appointment is valid subject to the Teachers' Approval from University of Pune for which I shall submit all pending document/s (if any) before the date of Teachers' Approval Camp.
13. I shall work as a full time **Assistant Professor, MBA Programme** in the Institute, and shall not accept any part time or so employment outside the Institute.
14. I shall not register myself for any degree/diploma/certificate or any other course without the prior permission of the Director of the Institute.
15. I fully understand and am aware of the facts that my services shall be liable to be terminated forthwith without assigning any reason whatsoever in case of:
  - Any breach of the above points.
  - Disobeyance of the orders from the Institute given from time to time in the ultimate interest of the Institute.
  - or any other such reason/action deemed fit to terminate my service.

Place: Pune

Date: 01/07/2021

Name & Signature

Dr. Poonam A. Rawat





MAHARASHTRA EDUCATION SOCIETY'S  
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# INSTITUTE OF MANAGEMENT AND CAREER COURSES (IMCC)

Approved by AICTE and Recognised by Savitribai Phule Pune University, Pune  
IMCC Campus, 131, Mayur Colony, Kothrud, Pune - 411038, Maharashtra, India | Ph.: +91-020-25466271 / 25466273  
E-mail : info.imcc@mespune.in | https://imcc.mespune.in

## NBA Accredited MCA Programme

Ref. No.: MES' IMCC/HJR/ 028/2022-23

Date: 20/07/2022

To

Mrs. Harshada Jeetendra Raut,  
C/o. Jeetendra Dhanlal Raut,  
Flat No. A-2, Unique Encalve,  
Survey 168/1A/168/2, Malwadi,  
Pune - 411 028.

**Subject: -** Appointment to the post of Assistant Professor-MBA Programme.

Madam,

In response to our recruitment advertisement published in Loksatta, The Indian Express & Financial Express on Monday, 14/02/2022, you have applied, interviewed and selected by the University Selection Committee held on 15/07/2022. Accordingly, this is to inform you that you have been appointed as Assistant Professor-MBA programme at MES' Institute of Management & Career Courses, 131, Mayur Colony, Kothrud, Pune - 411 038 in the Pay Band of Rs. 15600-39100 with A.G.P. 6000/- with effect from 20/07/2022 or from the date of your joining.

Your appointment is subject to the following terms and conditions:

1. That, the Appointment is on Full - Time basis and initially on probation for a period of one year from the date of appointment as an **Assistant Professor - MBA Programme**, at MES' Institute of Management & Career Courses, 131, Mayur Colony, Kothrud, Pune - 411 038 from the date of joining your duties i.e. on 20/07/2022.
2. Your service will be governed by the Maharashtra Universities Act, 2016, Statutes, Code of Conduct, Ordinances and rules and regulations laid down by the Savitribai Phule Pune University, AICTE, M E Society and Institute from time to time.
3. You will be paid Basic Pay of Rs.15,600/- p.m. and Grade Pay of Rs.6,000/- in the Pay Band indicated above. You will also be entitled to Dearness allowance, House Rent Allowances and C.L.A. at the rates prescribed by the State Government/M E Society from time to time.
4. Your appointment is subject to the minimum number of students and the workload prescribed for the post.

Contd..2







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E-mail : info.imcc@mespune.in | https://imcc.mespune.in

## NBA Accredited MCA Programme

...2...

5. You may be considered for confirmation, on completion of one year probationary period from the date when you join and take the charge of the said post and on the basis of a review report of your working performance. If your conduct or performance during the probationary period found unsatisfactory, your services will be terminated without giving any notice thereof.
6. Your appointment and salary shall be subject to approval by the Savitribai Phule Pune University and Director/Joint Director of Higher Education as the case may be.
7. The examination work assigned by the Institute / Savitribai Phule Pune University, Pune from time to time is obligatory on your part.
8. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, mark sheet, experience certificate, discharged / relieving certificate, last pay certificate, Caste certificate, change of name certificate (if any), etc before joining your duties.
9. In case you accept the appointment, you shall have to execute Deed of Contract of Service as prescribed in the statutes at the time of joining the duties.
10. You will be allowed to join the duties on producing-
  - a) Two Passport size Photographs,
  - b) Character Certificate from two eminent persons, one of them should be a Govt. Gazette Officer,
  - c) Discharged certificate from previous employer (if any)
11. You shall undergo medical examination by the approved Medical Officer or the civil Surgeon at the place of your duty, within three months from the date of the joining the duties. The appointment shall be provisional and conditional, subject to submission of Medical Certificate Stating that you are free from any contagious disease and that you are physically fit for employment on the Staff of the College/institution.
12. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Director. It will be presumed that any letter sent by registered post Acknowledgement Due (RPAD) on the address given shall be deemed to have been acknowledged duly signed by you.
13. You will not conduct or engage yourself in any private tuition's or private coaching classes.
14. You will not engage yourself in any other job paid full time, part time or otherwise during the continuance of your service, without the permission of the Competent Authority / Management. The Competent Authority in your case will be Director, MES' Institute of Management & Career Courses (IMCC), Pune

Contd..3







MAHARASHTRA EDUCATION SOCIETY'S  
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# INSTITUTE OF MANAGEMENT AND CAREER COURSES (IMCC)

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E-mail : info.imcc@mespune.in | https://imcc.mespune.in

## NBA Accredited MCA Programme

...3...

15. You will not undertake any testing, consultancy or R & D Work without the prior approval of the Competent Authority.
16. You will not register for any degree / diploma / certificate or other course without the prior permission of the Competent Authority. You will follow all the rules and regulations existing at the time of application for registration to any degree / diploma / certificate or any other course.
17. Your services are transferable to any other Colleges/Institutions run by the Management.
18. a) Your appointment may be terminated, by either side/party, by giving one months' notice or one months' pay in lieu of the notice period, provided always that the date of expiry of such notice shall not fall within either academic term.  
b) On satisfactory completion of probation and confirmation on the post thereafter, your appointment may be terminated by either side/party, by giving three months' notice or three months' pay in lieu of the notice period.
19. If you are found absent continuously for more than 30 days without permission, your service will stand terminated automatically. If you are found guilty of violation of any terms and condition mentioned above, you will be liable for dispensary action and punishment decided by the management as provided for in the statutes. During the period of your service, you shall not directly or indirectly do such things which are subversive to the interest of the Society / University / Institute / College / Students.

You have to communicate your acceptance to the Management/College/institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.



Received & Accepted.  
[Signature]  
20107/122

Yours faithfully,

[Signature]  
Director  
MES IMCC

20pp  
26/08/22

- Copy to: - 1. The Chief Executive officer, M. E. Society, Pune- 30  
2. Accounts Section  
3. Personnel File



From

Mrs. HARSHADA JEETENDRA RAUT  
B/C 10, "GANGA PARK"  
PINGALE WASTI, MUNDHAWA  
PUNE, 411028.

To,  
The Director,  
MES IMCC,  
131, Mayur Colony, Kothrud,  
Pune - 411 038.

### SUB.: JOINING REPORT/UNDERTAKING

Dear Sir,

I, the undersigned, ~~Mr./Ms./Mrs.~~ HARSHADA JEETENDRA RAUT resident of B/C 10 "GANGA PARK" PINGALE WASTI, MUNDHAWA, PUNE. acknowledge with thanks the receipt of the Order of Appointment No. MES'IMCC/HJR/028/2022-23 Dtd. 20/07/2022 for the post of ASSISTANT PROFESSOR.

I am joining today i. e. 25/08/2022 on the said post, and to the best of my knowledge and belief, I am giving the following undertaking:

1. The terms and conditions mentioned in the above said Order of Appointment are fully acceptable to me, and I shall abide by them.
2. I am fully aware that my said appointment is valid subject to the Teachers' Approval from Savitribai Phule Pune University for which I shall submit all pending document/s (if any) before the date of Teachers' Approval Camp.
3. I shall work as a full time ASSISTANT PROFESSOR in the Institute, and shall not accept any part time or so employment outside the Institute.
4. I shall not register myself for any degree/diploma/certificate or any other course without the prior permission of the Director of the Institute.
5. I fully understand and am aware of the facts that my services shall be liable to be terminated forthwith without assigning any reason whatsoever in case of:
  - Any breach of the above points.
  - Disobeyance of the orders from the College given from time to time in the ultimate interest of the Institute.
  - Or any other such reason/action deemed fit to terminate my service.

Place: PUNE

Date: 25/08/2022

  
(Mrs. Harshada Jeetendra Raut).  
Name & Signature





Maharashtra Education Society's

**Institute of Management and Career Courses (IMCC)**

IMCC Campus, 131 Mayur Colony, Kothrud, Pune 411 029.

Telefax : + 01-20-25466271, 25463453 E-mail : directorimcc@vsnl.net



(Recognised by University of Pune & Approved by AICTE)

No. DNB/117/2013-14

Date : 31.08.2013.

Ms. Dipti Narendra Belsare  
C/o. Mr. Athavale, Flat 104, 'c' wing,  
Ashok Nagar,  
Handewadi,  
Nagpur.

**SUB.: Appointment Order.**

Madam,

With reference to your Application for Employment for the post of Assistant Professor - MCA Programme and subsequent Interview you had with the University Selection Committee on 24.08.2013. I am pleased to inform you that you have been selected and appointed for the post of Assistant Professor - MCA Programme with effect from 16.09.2013.

Your Appointment is subject to the following terms & conditions:

1. That, the Appointment is on Full - Time basis and initially on probation for a period of two years from the date of appointment as "Assistant Professor - MCA Programme", at M. E. Society's INSTITUTE OF MANAGEMENT & CAREER COURSES (IMCC), 131, Mayur Colony, Kothrud, PUNE - 411 029 from the date of joining your duties i.e. on 16.09.2013.
2. Please note that your selection is made under the Full Time VACANCY of "OBC Category". Your Appointment is subject to Teachers' Approval of University of Pune. It is mandatory for you to submit required necessary documents for Teachers' Approval.
3. Your services will be governed by the Maharashtra Universities Act 1994 Status, Code of Conduct, Ordinance and Rules & Regulations laid down by the University of Pune, State Govt. of Maharashtra and All India Council for Technical Education (AICTE) from time to time.
4. That the said Appointment would carry following Salary, Allowances and Other Benefits in the Grade of Assistant Professor with Scale of Rs. 15600-39100 in AGP of Rs. 6000. Your Basic Pay will be Rs. 15600/- p.m.
5. The aforesaid financial & other aspects would be as per the Scales of AICTE / UGC as voluntarily specifically adopted by the Institution from time to time in its sole discretion.
6. That, the said Appointment is specifically and only for Computer Programmes and that it is always subject to availability of minimum number of students and prescribed work load for the said programmes. In case of non-availability of the students, your said employment is liable to be terminated without any Notice or any Payment in lieu of such notice, at the instance of the Selection Committee, irrespective of the balance period from the said stipulated period.





Maharashtra Education Society's  
**Institute of Management and Career Courses (IMCC)**  
IMCC Campus, 131 Mayur Colony, Kothrud, Pune 411 029.  
Telefax : + 01-20-25466271, 25463453 E-mail : directorimcc@vsnl.net



(Recognised by University of Pune & Approved by AICTE)

7. That, during the period of said Employment with the Institute, you would be bound to observe and abide by all the terms and conditions hereinafter contained as also by such other Rules & Regulations as may be framed, modified or adopted by the Institute from time to time.
8. That, you would submit yourselves to the orders of the Management and its Officers and Authorities under whom you may from time to time be placed by the Management and would at all-time obey the Rules and Regulations lawfully prescribed for the time being by the Management regarding the duties and responsibilities to be performed and discharged by you.
9. That, you would employ yourselves efficiently and diligently and to the best of your ability as an Assistant Professor - MCA Programme and would devote your whole time to the duties and responsibilities of the present Assignments and would not engage directly or indirectly in any Trade, Business or Occupation on your own account and would not (except in case of Accident or Sickness certified by the competent Medical Authority) remain absent from the duties without prior permission from the Management or its authorised officer.
10. That, you would devote your full time to the work of the Institute and would not directly or indirectly take any employment, work, or assignment on any basis, while in the employment of the Institute without written permission of the Competent Authority / Management.
11. That, you hereby agree and undertake to safeguard and hold in trust all papers and documents of whatsoever nature relating to work in respect of the said assignment that might have come in your custody during and out of course of your employment as aforesaid and that you further undertake to return them whenever called upon to do so by the Management and any of its authorised person or authorities.
12. That, you hereby agree and undertake that, you would not at any time during currency of this employment divulge, disclose or make known directly or indirectly any of the secret, confidential information/ records of the Institute of whatsoever nature to anyone outside the Institute.
13. That, if you are found guilty of any misconduct or commit breach of any of the terms and conditions of this Employment or of any rules and regulations of the Institute for time being in force, it shall be lawful for the Institute to terminate your present employment.
14. During the Probation period your services could be terminated by giving one Months' Notice or salary in lieu thereof from either side. In case of confirmation in the services after successful completion of the Probation period, 3 Months' Notice Period or salary in lieu thereof will be required from either side to leave the services of the Institute / termination of your services from the Institute.
15. That, you shall submit the originals as well as certified true copies of relevant testimonials such as Birth Certificate, Last Pay Certificate, Mark Statement/s, Experience Certificate/s, Discharge/Relieving Order/Certificate, Cast Certificate, Change of Name Certificate (if any) etc. before joining your duties.





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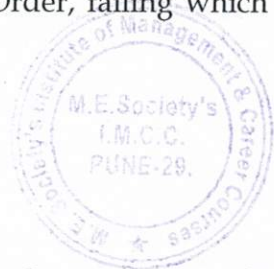
(Recognised by University of Pune & Approved by AICTE)

16. That, you will be allowed to join duties on production of :-
  - a) Two Passport Size Photographs
  - b) Character certificate from two eminent persons. One of them should be Govt. Gazetted Officer.
  - c) Discharge Certificate from previous Employer (if any)
17. That, you shall undergo medical examination by the Authorised Doctor within 3 months from joining the duties. The Appointment shall be provisional and conditional, pending submission of Medical certificate stating that you are free from any contagious disease and that you are physically fit for the Employment on the staff of the Institute.
18. That, you are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Director. It will be presumed that any letter sent by Registered Post Acknowledgement Due (RPAD) on the address given shall be deemed to have been acknowledged dully signed by you.
19. That, you would not conduct or engage yourselves in any private tuitions or private coaching classes.
20. That, your services are liable for transfer to any College / Institution run by the Management and or affiliated to Institute / College / Society.
21. That, if you are found absent, continuously and consecutively for more than thirty days without written permission or sanction of leave, your services would stand terminated automatically irrespective of the said stipulated period of your Employment. If you are found guilty of violation of any terms and conditions mentioned above, you will be liable for disciplinary action and punishment decided by the Management, during the period of service you shall not directly or indirectly do such things which are subversive to the interests of the Society / University / Institute / Students.
22. That, you have to communicate your acceptance to the Management / Institute within Seven days from the Date of receipt of Appointment Order, failing which your Appointment is liable to be cancelled.

Yours' faithfully,

**V. H. Inamdar**

Director, MES's Institute of Management & Career Courses (IMCC),  
IMCC Campus, 131, Mayur Colony, Kothrud, PUNE - 411 029.



*Received & Accepted*

*16/09/2013*

COPY F.W.C:

01. The Accounts Section, MES' IMCC, Pune - 29.
02. Personal File of Ms. Dipti Narendra Belsare.



|             |  |
|-------------|--|
| <b>From</b> | Ms. D. N. Belsare<br>W/o. Mr. A. A. Dabli. |
|             | c/o Mr. Devkude                            |
|             | 36/A Madhav-Bag Society.                   |
|             | Shiv-Tirth Nagal,                          |
|             | Kothrud, Pune.                             |

To,  
The Director,  
MES' INSTITUTE OF MANAGEMENT & CAREER COURSES (IMCC)  
131, Mayur Colony, Kothrud,  
Pune - 411 029.

### SUB.: JOINING REPORT/UNDERTAKING

Dear Sir,

I, the undersigned, Mr./Ms./Mrs. Dipti Narendra Belsare resident of

acknowledge with thanks the receipt of the Order of Appointment No. DNB/117/2013-14.  
Dtd. 31/08/2013 for the post of Assistant Professor - MCA

I am joining today i. e. 16/09/2013 on the said post, and to the best of my knowledge and belief, I am giving the following undertaking:

1. The terms and conditions mentioned in the above said Order of Appointment are fully acceptable to me, and I shall abide by them.
2. I am fully aware that my said appointment is valid subject to the Teachers' Approval from University of Pune for which I shall submit all pending document/s (if any) before the date of Teachers' Approval Camp.
3. I shall work as a full time Assistant Professor in the Institute, and shall not accept any part time or so employment outside the Institute.
4. I shall not register myself for any degree/diploma/certificate or any other course without the prior permission of the Director of the Institute.
5. I fully understand and am aware of the facts that my services shall be liable to be terminated forthwith without assigning any reason whatsoever in case of:
  - Any breach of the above points.
  - Disobeyance of the orders from the Institute given from time to time in the ultimate interest of the Institute.
  - Or any other such reason/action deemed fit to terminate my service.

Place: Pune

Date: 16/09/2013

Noted



16/09/13



Name & Signature

Ms. Dipti N. Belsare





Maharashtra Education Society's

**Institute of Management and Career Courses (IMCC)**

IMCC Campus, 131 Mayur Colony, Kothrud, Pune 411 029.

Telefax : + 01-20-25466271, 25463453 E-mail : directorimcc@vsnl.net



(Recognised by University of Pune & Approved by AICTE)

**No. KSD/116/2013-14**

**Date : 31.08.2013.**

Ms. Kalpana Sudam Dhende  
Shivdatta Residency,  
Flat No 01, Near Bank of Maharashtra,  
Akurdi,  
Pune - 411035.

**SUB.: Appointment Order.**

Madam,

With reference to your Application for Employment for the post of Assistant Professor - *MCA Programme* and subsequent Interview you had with the University Selection Committee on 24.08.2013. I am pleased to inform you that you have been selected and appointed for the post of Assistant Professor - *MCA Programme* with effect from 02.09.2013.

Your Appointment is subject to the following terms & conditions:

1. That, the Appointment is on Full - Time basis and initially on probation for a period of two years from the date of appointment as "Assistant Professor - *MCA Programme*", at M. E. Society's INSTITUTE OF MANAGEMENT & CAREER COURSES (IMCC), 131, Mayur Colony, Kothrud, PUNE - 411 029 from the date of joining your duties i.e. on 02.09.2013.
2. Please note that your selection is made under the Full Time VACANCY of "SC Category". Your Appointment is subject to Teachers' Approval of University of Pune. It is mandatory for you to submit required necessary documents for Teachers' Approval.
3. Your services will be governed by the Maharashtra Universities Act 1994 Status, Code of Conduct, Ordinance and Rules & Regulations laid down by the University of Pune, State Govt. of Maharashtra and All India Council for Technical Education (AICTE) from time to time.
4. That the said Appointment would carry following Salary, Allowances and Other Benefits in the Grade of Assistant Professor with Scale of Rs. 15600-39100 in AGP of Rs. 6000. Your Basic Pay will be Rs. 15600/- p.m.
5. The aforesaid financial & other aspects would be as per the Scales of AICTE / UGC as voluntarily specifically adopted by the Institution from time to time in its sole discretion.
6. That, the said Appointment is specifically and only for Computer Programmes and that it is always subject to availability of minimum number of students and prescribed work load for the said programmes. In case of non-availability of the students, your said employment is liable to be terminated without any Notice or any Payment in lieu of such notice, at the instance of the Selection Committee, irrespective of the balance period from the said stipulated period.





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9. That, you would employ yourselves efficiently and diligently and to the best of your ability as an Assistant Professor - MCA Programme and would devote your whole time to the duties and responsibilities of the present Assignments and would not engage directly or indirectly in any Trade, Business or Occupation on your own account and would not (except in case of Accident or Sickness certified by the competent Medical Authority) remain absent from the duties without prior permission from the Management or its authorised officer.
10. That, you would devote your full time to the work of the Institute and would not directly or indirectly take any employment, work, or assignment on any basis, while in the employment of the Institute without written permission of the Competent Authority / Management.
11. That, you hereby agree and undertake to safeguard and hold in trust all papers and documents of whatsoever nature relating to work in respect of the said assignment that might have come in your custody during and out of course of your employment as aforesaid and that you further undertake to return them whenever called upon to do so by the Management and any of its authorised person or authorities.
12. That, you hereby agree and undertake that, you would not at any time during currency of this employment divulge, disclose or make known directly or indirectly any of the secret, confidential information/ records of the Institute of whatsoever nature to anyone outside the Institute.
13. That, if you are found guilty of any misconduct or commit breach of any of the terms and conditions of this Employment or of any rules and regulations of the Institute for time being in force, it shall be lawful for the Institute to terminate your present employment.
14. During the Probation period your services could be terminated by giving one Months' Notice or salary in lieu thereof from either side. In case of confirmation in the services after successful completion of the Probation period, 3 Months' Notice Period or salary in lieu thereof will be required from either side to leave the services of the Institute / termination of your services from the Institute.
15. That, you shall submit the originals as well as certified true copies of relevant testimonials such as Birth Certificate, Last Pay Certificate, Mark Statement/s, Experience Certificate/s, Discharge/Relieving Order/Certificate, Cast Certificate, Change of Name Certificate (if any) etc. before joining your duties.





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16. That, you will be allowed to join duties on production of :-
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  - b) Character certificate from two eminent persons. One of them should be Govt. Gazetted Officer.
  - c) Discharge Certificate from previous Employer (if any)
17. That, you shall undergo medical examination by the Authorised Doctor within 3 months from joining the duties. The Appointment shall be provisional and conditional, pending submission of Medical certificate stating that you are free from any contagious disease and that you are physically fit for the Employment on the staff of the Institute.
18. That, you are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Director. It will be presumed that any letter sent by Registered Post Acknowledgement Due (RPAD) on the address given shall be deemed to have been acknowledged dully signed by you.
19. That, you would not conduct or engage yourselves in any private tuitions or private coaching classes.
20. That, your services are liable for transfer to any College / Institution run by the Management and or affiliated to Institute / College / Society.
21. That, if you are found absent, continuously and consecutively for more than thirty days without written permission or sanction of leave, your services would stand terminated automatically irrespective of the said stipulated period of your Employment. If you are found guilty of violation of any terms and conditions mentioned above, you will be liable for disciplinary action and punishment decided by the Management, during the period of service you shall not directly or indirectly do such things which are subversive to the interests of the Society / University / Institute / Students.
22. That, you have to communicate your acceptance to the Management / Institute within Seven days from the Date of receipt of Appointment Order, failing which your Appointment is liable to be cancelled.

Yours' faithfully,

  
**V. H. Inamdar**

Director, MES's Institute of Management & Career Courses (IMCC),  
IMCC Campus, 131, Mayur Colony, Kothrud, PUNE - 411 029.



Received &  
Accepted  
  
2/9/2013

COPY F.W.C:

01. The Accounts Section, MES' IMCC, Pune - 29.
02. Personal File of Ms. Kalpana Sudam Dhende.



From

Ms. Kalpana Sudam Dhende

Shivdatta Residency, Flat No-01

Near Bank of Maharashtra

Akuri, Pune - 411035

To,  
The Director,  
MES' INSTITUTE OF MANAGEMENT & CAREER COURSES (IMCC)  
131, Mayur Colony, Kothrud,  
Pune - 411 029.

### SUB.: JOINING REPORT/UNDERTAKING

Dear Sir,

I, the undersigned, Mr./Ms./Mrs. Kalpana Sudam Dhende resident of Pune

acknowledge with thanks the receipt of the Order of Appointment No. KSD/116/2013-14  
Dtd. 31/08/2013 for the post of Asst. Professor-MCA  
programme

I am joining today i. e. 2/09/2013 on the said post, and to the best of my knowledge and belief, I am giving the following undertaking:

1. The terms and conditions mentioned in the above said Order of Appointment are fully acceptable to me, and I shall abide by them.
2. I am fully aware that my said appointment is valid subject to the Teachers' Approval from University of Pune for which I shall submit all pending document/s (if any) before the date of Teachers' Approval Camp.
3. I shall work as a full time Assistant Professor - MCA programme in the Institute, and shall not accept any part time or so employment outside the Institute.
4. I shall not register myself for any degree/diploma/certificate or any other course without the prior permission of the Director of the Institute.
5. I fully understand and am aware of the facts that my services shall be liable to be terminated forthwith without assigning any reason whatsoever in case of:
  - Any breach of the above points.
  - Disobeyance of the orders from the Institute given from time to time in the ultimate interest of the Institute.
  - Or any other such reason/action deemed fit to terminate my service.

Place: Pune

Date: 2/9/2013

Noted

(Director)  
02/09/13

Kalpana

Name & Signature

[Kalpana S. Dhende]