



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.: 020-2546 6271 / 73 | e-mail: info.imcc@mespune.in | <https://imcc.mespune.in/>

NAAC Accredited with Grade A+

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

The Institute puts forth all endeavours to support the welfare of its teaching and non-teaching staff.

- MES Employees' credit co-operative society (Pat-pedhi) is operative at the level of the parent institute. This society assists in getting financial support in case of emergencies and whenever necessary. The society accepts deposits, monthly subscriptions and provides loans to its members.
- Institute has made provision for Accidental Insurance for its employees.
- Medical tie up with Balasaheb Deoras Polyclinic, Pune done by the parent body for medical checkup of employees. Staff members can avail various medical tests done through this tie up at minimal cost.
- Following leaves are available for the employees in addition to regular leaves :
- Child adoption Leave of 90 days
- Maternity leave of 180 days.
- Academic leave (limited) with full pay for pursuing higher studies.
- Institute provides registration fee, travel grants for attending various conferences, workshops and skill development programmes.
- Financial support is provided to the faculty members to present/publish Research papers and file for Patents.
- Provision of Earned Leave encashment is offered by the Institute.
- Recreation facilities such as Carrom, Table tennis, Exercise unit, Yoga facility, etc are available for staff members.


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

TAX INVOICE

Insurer Name:	TATA AIG GENERAL INSURANCE COMPANY LIMITED		
Insurer Address:	3RD FLOOR, THE ORION KOREGAON PARK ROAD OPP. ST. MIRA'S COLLEGE FOR GIRLS, MAHARASHTRA PUNE 411001	GSTIN of Supplier :	27AABCT3518Q1ZW
Customer Name :	MAHARASHTRA EDUCATION SOCIETYS INSTITUTE OF MANAGEMENT & CAREER COURSES	Invoice No.:	MH23I00008613672
Customer Address:	131, CHATRAPATI RAJARAM MAHARAJ PATH, MRUTYUNJAYCOLONY IDEAL COLONY, KOTHRUD, PUNE 411038 MAHARASHTRA PUNE 411038	Invoice Date:	28/02/2024
PAN:	AAATM1703E	Place of Supply:	MAHARASHTRA
GSTIN :	27AAATM1703E1Z3	State Code:	27
Policy Number :	0239754854	Proposal Number :	202402280156300

Sr. No.	Description	SAC	Taxable Value	IGST		CGST **		SGST/UTGST **		Total Value
				Rate	Amount	Rate	Amount	Rate	Amount	
1	Service category - Description General Insurance Services	997133	12,699.68	0%	0.00	9%	1,142.97	9%	1,142.97	14,986.00
Total Amount Due			12,699.68	0%	0.00	9%	1,142.97	9%	1,142.97	14,986.00

Total Invoice value (In words): Rupees Fourteen Thousand Nine Hundred Eighty Six And Paise Zero Only

Remarks, if any:

Any Stamp Duty / Environment Relief Fund etc which are in the nature of government duties is charged and collected separately. The same should not form a part of tax invoice/credit note

For Tata AIG General Insurance Company Limited

Whether tax payable under RCM -NO

I/We hereby declare that though our aggregate turnover in any preceding financial year from 2017-18 onwards is more than the aggregate turnover notified under sub-rule (4) of rule 48, we are not required to prepare an invoice in terms of the provisions of the said sub-rule.



Authorized Signatory

Group Accident Guard Policy Group Policy Schedule

<p>Policyholder Details Policyholder name : MAHARASHTRA EDUCATION SOCIETYS INSTITUTE OF MANAGEMENT & CAREER COURSES Policyholder Address : 131, CHATRAPATI RAJARAM MAHARAJ PATH, MRUTYUNJAYCOLONY, IDEAL COLONY, KOTHRUD, PUNE 411038 PUNE-411038 MAHARASHTRA INDIA Cust GSTIN number: 27AAATM1703E1Z3</p>	Policyholder Contact No.: Policyholder E-mail id:
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Intermediary code: 381
 Intermediary Contact No: 8040449923
 Intermediary Name: TOYOTA TSUSHO INSURANCE BROKER INDIA PVT LTD

Policy Number 0239754854 Renewal Number: 01 Endorsement Number: Place of Supply: MAHARASHTRA State Code: 27	Business Description: Service Industry
Number of Lives Covered: 56	Territory Limit: Worldwide
Policy Type: Named	Operative Time:: 24 Hrs
Relationship Type: Employer Employee	Sum Insured Basis: Fixed
	Loan Type:
Sum Insured Type: Fixed	Total Sum Insured: INR 28000000
Maximum Sum Insured: INR 500000	Aggregate limit for any one accident: INR 0 Aggregate limit for any one year: INR 0
Age Group: 18 years to 70 years	Payment frequency: Annual
Policy Period: From 15/02/2024 00:01 Hrs To 14/02/2025 23:59 Hrs	

Premium details	
Net Premium (Rs):	12,700
UGST/SGST 9% (Rs.)	1,143
CGST 9% (Rs.)	1,143
Gross Premium (Rs)	14,986

GSTIN: 27AABCT3518Q1ZW-MAHARASHTRA, Service Accounting Code: 997133

Insured Description: Service Industry

Sr. No.	Category Description	No. of Insured	AD	DM	PTD	PPD	Fixed Medex OPD	Fixed Medex IPD	Fixed Medex OPD and IPD	Variable Medex	Remarks
1	Employee	56	500,000	500,000	500,000	500,000		50,000			

Insurance is the subject matter of the solicitation. For more details on risk factors, terms and conditions , please read sales brochure carefully, before concluding a sale.

TATA AIG General Insurance Company Limited

Regd Office: 15th Floor, Tower A, Peninsula Business Park, G. K. Marg, Lower Parel, Mumbai - 400 013, Maharashtra, India.

Toll Free No. (24x7): 1800 266 7780 OR 1800 229966 (For Senior Citizens) | Email: customersupport@tataaig.com

IRDA of India Registration No: 108 | Website: www.tataaig.com | CIN: U85110MH2000PLC128425 | UIN: TATPAGP23093V032223

Coverage Details:

Sr No.	Coverages	Average SI Per Person	Deductible	Co pay(%)	Remarks
1	Permanent Partial Disability	500000			Covered
2	Education Benefit	10000			10% of Principal SI or upto Rs 10000 or Actuals, whichever is lower for maximum 2 eligible children.
3	Temporary Total Disability	5000			1% of AD SI or INR 5000 or actual weekly salary for 104 Weeks whichever is less
4	Funeral Benefits	20000			Rs 20000
5	Accidental Medical Expenses	50000			10% of the CSI or 40% of the Admissible Claim or Actuals whichever is less(On IPD Basis)
6	Terrorism	500000			Covered
7	Home Alteration and Vehicle Modification Benefit	25000			Rs. 25000
8	Permanent Total Disability	500000			Covered
9	Ambulance Services	2000			Upto Rs. 2000 or Actuals, whichever is lower.
10	Family Transportation Benefit	10000			Upto Rs. 10000 or Actuals, whichever is lower.
11	Accidental Death	500000			Only Permanent Employees of the company are covered.
12	Accidental Dismemberment and Paralysis	500000			Covered
13	Fractures/Dislocation/Burns	10000			Rs. 10000
14	Repatriation Of Remains	2500			Upto Rs 2500 or Actuals, whichever is lower.

Conditions if any :-

- In consideration of additional premium, Point No. 10 under Section 3- General Exclusions pertaining to Act of Terrorism stands deleted.
- Under Temporary Total Disability, such period of disability commences within <<30 Days>> after the date of the Accident causing such Injury.
- The Benefits which are mentioned in this Schedule shall only be available under the Policy.

Important Exclusions:

The Policy does not provide benefits for any loss resulting in whole or in part from, or expenses incurred, in respect of:

- Any Pre-existing Condition, any complication arising from it;
- Any claim of Insured Person arising from:
 - suicide or attempted suicide
 - wilful self-inflicted illness or injury except injury in self-defence or to save life; or
- Being under the influence of intoxicating liquor or drugs or other intoxicants except where the insured is not directly responsible for the injury / accident though under influence of intoxication.
- Participation in an actual or attempted felony, riot, crime, misdemeanor (excluding traffic violations) or civil commotion

This is only a summary of the product features/terms/conditions/exclusions. For more details, please refer our website www.tataaig.com.

- Commencement of risk cover under the policy is subject to receipt of premium by Tata AIG General Insurance Company Limited.
- Stamp Duty of Rs.100/- is paid as provided under N/A of Indian Stamp Act, 1899 and included in Consolidated Stamp Duty Paid to the Government of Maharashtra Treasury vide Order of Addl. Controller Of Stamps, Mumbai at General Stamp Office, Fort, Mumbai - 400001., vide this Order No. LOA/ENF1/CSD/42/2024/1004 Validity Period Dt.05/02/2024 To Dt.24/01/2027/1004 Date:24/01/2024

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IRDA of India Registration No: 108 | Website: www.tataaig.com | CIN: U85110MH2000PLC128425 | UIN: TATPAGP23093V032223

General Conditions:

- You have a period of 15 Days from the date of receipt of the **Policy** document to review the terms and conditions of this **Policy** and if you have any objections you have the option of cancelling the **Policy** stating the reasons for cancellation and the premium paid after adjusting the amounts spent on any medical check-up, stamp duty charges and proportionate risk premium shall be refunded.
- There will be no premium refund in case of cancellation due to non-disclosure of material facts, mis-representation or fraud. In case of non-cooperation, premium shall be refunded on short rate table basis as specified in the policy.
- Any product revision/modification/future withdrawal will be done with the approval of Insurance Regulatory & Development Authority of India and will be intimated to you at least 3 months in advance. In case of withdrawal, you have an option to migrate to our similar health insurance product.
- This Policy Schedule in original must be surrendered to the Company in case of cancellation of the Policy Schedule.

Claims Administrator Detail: Insured Person(s) can notify a **Claim** by sending an SMS **CLAIMS** to **5616181** or by calling **The Company's** 24x7 toll free helpline **1800-266-7780** or **1800-229966** (only for **senior citizen Policy** holders). Please use the **Claim** Intimation Form for intimation of a claim.

Policy Servicing/Grievances/Complaints:

- The Company is committed to extend the best possible services to its customers. However, if you are not satisfied with our services and wish to lodge a complaint / claim, please feel free to call our 24X7 Toll free number 1800-266-7780 or you may email to the customer service desk at customersupport@tataaig.com. Senior citizens can call our dedicated line at 1800-22-9966. Please refer The Company's Website for the grievance redressal policy.

Prohibition of Rebates – Section 41 of Insurance Act, 1938 as amended by Insurance Laws (Amendment) Act, 2015:

1. No person shall allow or offer to allow, either directly or indirectly, as an inducement to any person to take out or renew or continue an insurance in respect of any kind of risk relating to lives or property in India, any rebate of the whole or part of the commission payable or any rebate of the premium shown on the policy, nor shall any person taking out or renewing or continuing a policy accept any rebate, except such rebate as may be allowed in accordance with the published prospectuses or tables of the insurer.
2. Any person making default in complying with the provisions of this section shall be liable for a penalty which may extend to ten lakh rupees.

Date: 15/02/2024
Place: PUNE

For Policy wordings, please scan the below QR code :



For TATA AIG General Insurance Company Limited

Digitally Signed by: Malpa Devi Maharana

Date: 28/02/2024

Reason: Digital Signature

Location: Mumbai

Policy Servicing Address

Peninsula Business Park, Tower A, 15th Floor, Ganpatrao Kadam Marg, Lower Parel, MUMBAI, MAHARASHTRA-400013

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RECEIPT

Receipt No. : 102101067503541

Receipt Date : 15/02/2024

Policy No : 0239754854

Received with thanks from MAHARASHTRA EDUCATION SOCIETYS INSTITUTE OF MANAGEMENT & CAREER COURSES a sum of Rs. 14986 (Rupees Fourteen Thousand Nine Hundred Eighty-Six And Paise Zero Only only) Cash Deposite, Bank Name - , towards.

Sr. No.	Policy Number	Total Premium	Utilized from the receipt for policy	Balance
1	0239754854	14986	14986	0

Note:

1. This is a computer generated receipt and does not require a signature.
2. Upon issuance of this Receipt, all previously issued temporary receipts, if any, related to this Policy shall be considered null and avoid.
3. Amounts received by cheque shall be subject to realisation.
4. Any amount received in excess of the Premium is being/shall be refunded by the Company.

GSTIN : 27AABCT3518Q1ZW-MAHARASHTRA Service Accounting Code : 997133

Revenue (consolidated) Stamp Duty duly paid vide challan No. date for applicable cases.

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Attached to and forming part of Policy No 0239754854

List of Insured Annexure "1"

Sr. No.	EMP.ID/ Unique ID	Name of Insured	Category	Tata AIG Ref No	Sum Insured (Rs.)							
					AD	DM	PTD	PPD	Fixed Medex OPD	Fixed Medex IPD	Fixed Medex OPD and IPD	Variable Medex
1	MES2	Dr Manasi Sameer B hate	Employee	0239754854MES22	500,000	500,000	500,000	500,000		50,000		
2	MES3	Dr Ravikant Shamrao Zirmite	Employee	0239754854MES33	500,000	500,000	500,000	500,000		50,000		
3	MES4	Dr Shweta Dyaneshwar Meshram	Employee	0239754854MES44	500,000	500,000	500,000	500,000		50,000		
4	MES5	Dr Venugopal Shankariah Narsingoju	Employee	0239754854MES55	500,000	500,000	500,000	500,000		50,000		
5	MES6	Dr Girish Ashok Bodhankar	Employee	0239754854MES66	500,000	500,000	500,000	500,000		50,000		
6	MES7	Dr Shilpa Shailesh Parlikar	Employee	0239754854MES77	500,000	500,000	500,000	500,000		50,000		
7	MES1	Dr Santosh Dinkarrao Deshpande	Employee	0239754854MES11	500,000	500,000	500,000	500,000		50,000		
8	MES8	Dr Jayashree Swapnil Patil	Employee	0239754854MES88	500,000	500,000	500,000	500,000		50,000		
9	MES9	Dr Ashwini Subhash Patil	Employee	0239754854MES99	500,000	500,000	500,000	500,000		50,000		
10	MES10	Dr Minakshi Mukesh More	Employee	0239754854MES1010	500,000	500,000	500,000	500,000		50,000		
11	MES11	Mrs Darshana Prasad Yadav	Employee	0239754854MES1111	500,000	500,000	500,000	500,000		50,000		
12	MES12	Dr Swapnaja Sameer Patwardhan	Employee	0239754854MES1212	500,000	500,000	500,000	500,000		50,000		
13	MES13	Mrs Apurwa Abhijet Barve	Employee	0239754854MES1313	500,000	500,000	500,000	500,000		50,000		
14	MES14	Mrs Kalpana Sudam Dhende	Employee	0239754854MES1414	500,000	500,000	500,000	500,000		50,000		

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15	MES15	Dr Mukul Laxmankumar Kulkarni	Employee	0239754854MES1515	500,000	500,000	500,000	500,000		50,000		
16	MES16	Mrs Manasi Prasad Shirurkar	Employee	0239754854MES1616	500,000	500,000	500,000	500,000		50,000		
17	MES17	Mrs Dipti Narendra Belsare	Employee	0239754854MES1717	500,000	500,000	500,000	500,000		50,000		
18	MES18	Dr Poonaam Shripad Vatharkar	Employee	0239754854MES1818	500,000	500,000	500,000	500,000		50,000		
19	MES19	Dr Hemant Baliram Patil	Employee	0239754854MES1919	500,000	500,000	500,000	500,000		50,000		
20	MES20	Mrs Harshada Jeetendra Raut	Employee	0239754854MES2020	500,000	500,000	500,000	500,000		50,000		
21	MES21	Dr Archanahrushikesh Patil	Employee	0239754854MES2121	500,000	500,000	500,000	500,000		50,000		
22	MES22	Ms Aarti Sudhir Deshpande	Employee	0239754854MES2222	500,000	500,000	500,000	500,000		50,000		
23	MES23	Mrs Sonali Dilip Kulkarni	Employee	0239754854MES2323	500,000	500,000	500,000	500,000		50,000		
24	MES24	Ms Ashwini Prabhakar Chavan	Employee	0239754854MES2424	500,000	500,000	500,000	500,000		50,000		
25	MES25	Dr Mrs Shilpa Ashwinikumar Burcha	Employee	0239754854MES2525	500,000	500,000	500,000	500,000		50,000		
26	MES26	Dr Ashish Krishna Vyas	Employee	0239754854MES2626	500,000	500,000	500,000	500,000		50,000		
27	MES27	Ms Jaeeshrikant Jogaekar	Employee	0239754854MES2727	500,000	500,000	500,000	500,000		50,000		
28	MES28	Dr Mrs Meenal Kedar Oak	Employee	0239754854MES2828	500,000	500,000	500,000	500,000		50,000		
29	MES29	Mr Prashant Baburao Patil	Employee	0239754854MES2929	500,000	500,000	500,000	500,000		50,000		
30	MES30	Mr Shridhar Vasant Ranade	Employee	0239754854MES3030	500,000	500,000	500,000	500,000		50,000		
31	MES31	Mr Subhash Raghu Surve	Employee	0239754854MES3131	500,000	500,000	500,000	500,000		50,000		
32	MES32	Mrs Shital Pradeep Pingale	Employee	0239754854MES3232	500,000	500,000	500,000	500,000		50,000		

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33	MES33	Mr Mahesh Sadashiv Dhok	Employee	0239754854MES3333	500,000	500,000	500,000	500,000		50,000		
34	MES34	Mr Alok Avinash Rale	Employee	0239754854MES3434	500,000	500,000	500,000	500,000		50,000		
35	MES35	Mr Yogesh Vitthal Raut	Employee	0239754854MES3535	500,000	500,000	500,000	500,000		50,000		
36	MES36	Mrs Bhavana Vivek Kulkarni	Employee	0239754854MES3636	500,000	500,000	500,000	500,000		50,000		
37	MES37	Ms Mangal Yashwant Gadhawe	Employee	0239754854MES3737	500,000	500,000	500,000	500,000		50,000		
38	MES38	Mr Amar Hari Paikar	Employee	0239754854MES3838	500,000	500,000	500,000	500,000		50,000		
39	MES39	Mrs Yashodhara Sagar Vaidya	Employee	0239754854MES3939	500,000	500,000	500,000	500,000		50,000		
40	MES40	Mr Vikram Sayaji Karande	Employee	0239754854MES4040	500,000	500,000	500,000	500,000		50,000		
41	MES41	Mr Saurabh Sharadchandra Agnihotri	Employee	0239754854MES4141	500,000	500,000	500,000	500,000		50,000		
42	MES42	Mr Tushar Gautam Shelar	Employee	0239754854MES4242	500,000	500,000	500,000	500,000		50,000		
43	MES43	Mrs Amruta Sameer Dabke	Employee	0239754854MES4343	500,000	500,000	500,000	500,000		50,000		
44	MES44	Mrs Varsha Yogesh Nyayadheshe	Employee	0239754854MES4444	500,000	500,000	500,000	500,000		50,000		
45	MES45	Mrs Aparna Purushottam Ketkar	Employee	0239754854MES4545	500,000	500,000	500,000	500,000		50,000		
46	MES46	Mr Santosh Aarjun Marne	Employee	0239754854MES4646	500,000	500,000	500,000	500,000		50,000		
47	MES47	Mr Suresh Shankar Shinde	Employee	0239754854MES4747	500,000	500,000	500,000	500,000		50,000		
48	MES48	Mr Krishna Ramchandra Khandale	Employee	0239754854MES4848	500,000	500,000	500,000	500,000		50,000		
49	MES49	Mr Yogen Moreswar Kunte	Employee	0239754854MES4949	500,000	500,000	500,000	500,000		50,000		

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50	MES50	Mr Nilkant h Ratan Ja dhav	Employee	0239754 854MES5 050	500,000	500,000	500,000	500,000		50,000		
51	MES51	Mr Mahes h Kailas B hise	Employee	0239754 854MES5 151	500,000	500,000	500,000	500,000		50,000		
52	MES52	Mrs Bhara ti Dilip Bhi ngardeve	Employee	0239754 854MES5 252	500,000	500,000	500,000	500,000		50,000		
53	MES53	Mr Abhish ek Dadab hau Shed age	Employee	0239754 854MES5 353	500,000	500,000	500,000	500,000		50,000		
54	MES54	Mrs Lila S ubhash Pa dwal	Employee	0239754 854MES5 454	500,000	500,000	500,000	500,000		50,000		
55	MES55	Mr Kaka Y ashwant K amble	Employee	0239754 854MES5 555	500,000	500,000	500,000	500,000		50,000		
56	MES56	Mr Viraj Vi jay Ghule	Employee	0239754 854MES5 656	500,000	500,000	500,000	500,000		50,000		

Annexure 3

Accidental Dismemberment And Paralysis

"The Percentage (%) of Sum Insured under (B2) Accidental Dismemberment and Paralysis as mentioned below shall supersede the policy wordings.

Nature of Losses	Up to Percentage(%) of Sum Insured
Both Hands or Both Feet	100
Sight of Both Eyes	100
One Hand and One Foot	100
Either Hand or Foot and Sight of One Eye	100
Speech and Hearing in Both Ears	100
Permanent and incurable insanity	100
Permanent Total Loss of the Central Nervous System or the thorax and all abdominal organs resulting in the complete inability to engage in any job and the inability to carry our Daily Activities essential to life without full time assistance	100
Either Hand or Foot	50
Sight of One Eye	50
Speech or Hearing in Both Ears	50
Hearing in One Ear	25
Thumb and Index Finger of Same Hand	25
Quadriplegia	100
Paraplegia	50
Hemiplegia	50
Uniplegia	25
Permanent Total Loss of Mastication	100

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Permanent Partial Disability

"The Percentage (%) of Sum Insured under (B2) Accidental Dismemberment and Paralysis as mentioned below shall supersede the policy wordings.

Nature of Losses	Up to Percentage(%) of Sum Insured
Loss of toes all	20
Great Toe	5
other than great toe if more than one toe lost each	1
Loss of ring finger	5
Loss of middle finger	6
Loss of index finger	10
Loss of thumb	15
Loss of four fingers	25
Loss of four fingers and thumb of one hand	40
Loss of hearing one ear	25
Loss of hearing both ears	50
Loss of little finger	4

Insurance is the subject matter of the solicitation. For more details on risk factors, terms and conditions , please read sales brochure carefully, before concluding a sale.

TATA AIG General Insurance Company Limited

Regd Office: 15th Floor, Tower A, Peninsula Business Park, G. K. Marg, Lower Parel, Mumbai - 400 013, Maharashtra, India.

Toll Free No. (24x7): 1800 266 7780 OR 1800 229966 (For Senior Citizens) | Email: customersupport@tataaig.com

IRDA of India Registration No: 108 | Website: www.tataaig.com | CIN: U85110MH2000PLC128425 | UIN: TATPAGP23093V032223

TO,
The Director,
MES's IMCC,
Kothrud, Pune.

31/08/2019.

Subject: Application for maternity leave.

Respected Sir,

I Mrs. Manasi Prasad Shindekar,
request you to please sanction my maternity
leave from 3rd September 2019 to 29th February
2020. I will join after completing the
maternity leave soon at next working day.
Kindly consider & approve the

same.

TO,
Shri. Pankaj Sir
Kindly put into file
CSC and take approval
SJK

Thanking You.

Mrs.
Yours Faithfully
Mrs. Manasi Shindekar

Sept 28
Oct 31
Nov 30
Dec 31
Jan 31
Feb 29

— 2
180 days

Dr. Girish Pote
M.B.B.S., MS (OBGY)
F.M.A.S., D.M.A.S., Fellowship in A.R.T.
Consulting Obstetrician & Gynaecologist
Infertility Specialist
Laparoscopic Surgeon
Regd.No. 88417



PATIENT'S NAME Mrs. Manasi Shirurkar.

..... AGE

From : 03/09/2019 To 29/02/2020.

This is to certify that,

Mrs. Manasi Shirurkar 31 yrs old female patient has 32 weeks twin pregnancy.

She is fit to rejoin her work

on 31/08/19.

DR. GIRISH POTE
SPECIALIST IN ART & ENDOSCOPY
MBBS MS (O/G)
REGD. NO. MNC 88417

Follow up after days / weeks Date

SaiShree Infertility & Test Tube Baby Center

251 / 252, Nr.DAV School, Ramban Soc. Opp.BSNL Tel. Exchange, Aundh, Pune - 411 007.

For Appointment Contact: 020-67448600 / 25888600 / 9689930608 / 9689930612

Dt-22nd Oct. 2019

To,
The Director,
Dr. Santosh Deshpande,
MES'S IMCC,
Pune.

Sub : APPLICATION FOR MATERNITY LEAVE

Respected Sir,

I, Kalpana Dhende, writing this application to inform you about my pregnancy and my intention to avail the maternity leaves starting from 4th November 2019 To

3rd May 2020.

30 April
It would be kind to sanction my

Maternity Leaves.

Nov 27
Dec 31
Jan 31
Feb 29
Mar 31
April 30

~~179~~
179 days.

Thanking you,
Yours faithfully,

Kalpana

[Kalpana Dhende]



MAHARASHTRA EDUCATION SOCIETY'S
(SINCE 1860)

INSTITUTE OF MANAGEMENT & 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.: 020-25463453 / 6271 / 73 | e-mail: info.imcc@mespune.in | www.mesimcc.org

NBA Accredited MCA Programme

MINUTES OF MEETING

Meeting of the Hon'ble College Advisory Committee (CAC) of MES' Institute of Management & Career Courses (IMCC) was held on Saturday, 09/11/2019 at 3.30 pm in the Meeting Room.

The following members were present:

- | | | |
|--------------------------|-----|------------------|
| 1. Shri A. P. Kshirsagar | ... | Chairman |
| 2. Shri. D. C. Bhishikar | ... | Member |
| 3. Dr. B. S. Vhankate | ... | Member |
| 4. Dr. Mrs. M. S. Bhate | ... | Member |
| 5. Dr. S. D. Deshpande | ... | Member-Secretary |

Shri A. Y. Kulkarni, Dr. A. Y. Lele and Shri S. A. Ambardekar expressed their inability to attend the said Meeting due to pre-occupation. Their leave of absence were sanctioned by Hon'ble CAC.

Following business was transacted in the Meeting.

- To read and confirm the minutes of the last CAC Meeting that was held on 09/08/2019 at 05:00 p.m.
RESOLUTION: The minutes of the last CAC Meeting that was held on 09/08/2019 were read and confirmed.
- To take approval for following leave application/s.

SN	Name of Applicant and his/her designation	Type of leave applied	Details of leave applied		
			From	To	No. of days
01	Mrs. Manasi P. Shirurkar Assistant Professor	Maternity Leave	03/09/2019	29/02/2020	180 days Maternity Leave
02	Ms. K. S. Dhende Assistant Professor	Maternity Leave	04/11/2019	30/04/2020	179 days Maternity Leave

Resolution: Hon'ble CAC has approved in the principle the Maternity Leave applications of Mrs. Manasi P. Shirurkar, Assistant Professor and Ms. K. S. Dhende, Assistant Professor and directed to forward the said resolution to M E Society for its final approval.

- To take note of acquisition of Ph. D. Degree by Dr. Mrs. Swapnaja S. Patwardhan, Asst. Professor and seek approval for grant of 03 non-compounded increments to her on account of acquisition of Ph. D. Degree.

RESOLUTION: Director, MES' IMCC informed Hon'ble CAC about acquisition of Ph. D. Degree by Dr. Mrs. Swapnaja S. Patwardhan, Asst. Professor and proposed to grant 03 non-compounded increments to her on account of acquisition of Ph. D. Degree on 09/09/2019. Hon'ble CAC resolved vote of congratulations to her and also resolved to grant 03 non-compounded increments with effect from 09/09/2019 subject to final approval of M E Society. Her salary details are as follows:

Contd. 2



MAHARASHTRA EDUCATION SOCIETY'S
(SINCE 1860)

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

IMCC Campus, 131, Mayur Colony, Kolhrud, Pune 411038, Maharashtra, India | Ph.: 020-25463453/6271/73 | e-mail: info.imcc@mespune.in | www.mesimcc.org

NBA Accredited MCA Programme

...2...

Current Salary Details of Dr. Mrs. Swapnaja S. Patwardhan, Assistant Professor.

Basic Pay	AGP	DA	HRA	CLA	TA	Gross Salary
19,810.00	8,000.00	32,650.00	6,453.00	240.00	2,400.00	67,553.00

4. To inform about result of University Staff Selection Committee interviews conducted on 19/10/2019 for the posts of Professor and Assistant Professor.

RESOLUTION: Director, MES' IMCC informed Hon'ble CAC about following result of University Staff Selection Committee interviews conducted on 19/10/2019 for the posts of Professor and Assistant Professor.

S.N.	Date of Interview	Name of Post and Reservation	Result of University Staff Selection Committee
01	19/10/2019	Professor Vacancy - 01 No. (Open to All)	Dr. Ravindra P. Vaidya (Open Category)
02	19/10/2019	Assistant Professor Vacancy - 01 No. (SC)	No eligible candidate found. Hence post remained vacant.

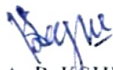
Hon'ble CAC resolved to forward the said resolution to M E Society for its final approval before implementation.

5. To seek approval for filing of an application to Savitribai Phule Pune University for "Best College/Institute Award".

RESOLUTION: Director, MES' IMCC proposed Hon'ble CAC about filing an application to Savitribai Phule Pune University for "Best College/Institute Award". After thorough discussion, Hon'ble CAC has resolved its approval for the said application.

Since there being no other subject, the meeting ended with a vote of thanks to the Chair by Dr. S. D. Deshpande, Director and Member Secretary.

DR. S. D. DESHPANDE
Member Secretary
College Advisory Committee


SHRI A. P. KSHIRSAGAR
Chairman,
College Advisory Committee

Date: 30/7/15

To,
The Director,
IMCC, Pune.

Subject: - Leave application for adopted child care.

Respected Sir,

I have adopted a baby girl (age 3 months) whose custody will be issued on 6th Aug. 2015.

As per the adoption process I have to stay with baby at least for 6 months. I request you to kindly sanction my leave for 6 months.

Thanking you.


30/7/15
Jayashree Patil

To

Registrar

Please place
before C.A.C.

(Director)

30/07/15.



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

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

DR. V. H. INAMDAR Director

Tel: +91-20-25445067 (Director) Telefax: +91-20-25466271 (O.S.)

Tel: +91-20-25440196 (TPO) Web Site: <www.mesimcc.org>

Ref. No : **MES/ 113 /2015-2016**

Date : **24/08/2015**

To,

The Administrative Officer,

Maharashtra Education Society,

MES Bhavan, 1215, Sadashiv Peth,

PUNE - 411 030.

Sir,

The enclosed 6 months Leave Application Case of Mrs. Jayashree Patil, Assistant Professor, IMCC; came for discussion in Institute's Advisory Committee Meeting that was held on 13/08/2015.


As discussed in the said CAC Meeting, kindly place matter before ensuing Governing Body Meeting of M E Society after taking legal opinion on the same for final decision and arrange to communicate the same to the undersigned.

Thanking you,

Yours faithfully,


V. H. Inamdar
Director-IMCC

Encl.: Copy of Application alongwith Government Resolution.


24/8/2015
MAHARASHTRA EDUCATION SOCIETY
PUNE 411 030



महाराष्ट्र एज्युकेशन सोसायटी

"मएसो भवन" १२१४/१२१५, सदाशिव पेठ, पुणे ४११०३०. ☎ ४१०३८१००
website : www.mespune.in e-mail : info@mespune.in



जा.क्र.: ५४८/२०१५-१६

दिनांक : १९-९-२०१५

प्रति,
संचालक,
म.ए.सो.इन्स्टिट्यूट ऑफ मॅनेजमेंट अॅण्ड करिअर कोर्सेस,
१३१, मयूर कॉलनी, कोथरुड,
पुणे ४११ ०२९

संदर्भ : आपलेकडील जा.क्र.११३ दिनांक २४-८-२०१५ चे पत्र

स.न.वि.वि.

आपल्या उपरोक्त संदर्भित पत्रास अनुसरून कळविण्यात येते की, प्रा.जयश्री पाटील, असिस्टंट प्राध्यापक यांची ३ महिन्यांची रजा खास बाब म्हणून मंजूर करण्यात यावी. त्याप्रमाणे संबंधितांना कळविण्यात यावे.

कळावे,

आपला विश्वासू

(ज.रा.मालखरे)

प्रशासन अधिकारी,
महाराष्ट्र एज्युकेशन सोसायटी,
पुणे ३०.

To

Registrar

Accounts Dept.

Please note.

(Director) 18/09/2015

MAHARASHTRA EDUCATION SOCIETY
1214-1215, Sadashiv peth, Pune 411030

DATE : 31.8.2018

IMCC
Details of Expenses incurred

V.No & Date of Payment	Name of the Party	Bill No.	Bill Date	Amount (Rs)
aswat-061/2	Informatics Publishing Ltd	1135 - For Koha Software	31.03.2018	130,980.00
Jv/May18/018	Advance to Dextrity Infosys Pvt	Tally Synchronised & Upgraded	31.03.2018	4,035.00
Jv	Kunal Kumar	Pof fees	23.07.2018	12,000.00
BOM- 1184/59	Mr. Vikas Inamdar	Levae Encashment	29.07.2018	950,000.00
BOM- 1184/59	Mr. Vikas Inamdar	Levae Encashment	30.7.2018	649,900.00
		Total Rs		1,746,915.00

For Maharashtra Education Society,

P.S. Marathe
Accounts Officer

Maharashtra Education Society - (From 1-Apr-2017)

1214-1215, Sadashiv Peth
Pune-411030

I M C C -Bal Tr
Ledger Account

1-Apr-2018 to 31-Aug-2018

Page

Cred

Date	Particulars	Vch Type	Vch No.	Debit	Cred
10-4-2018	Cr Bank of Maharashtra (1184)	Bank	BOM -1184/05	4,00,000.00	
	Cr ICICI BANK A/C NO -6501	Bank	ICICI -6501/12	4,00,000.00	
27-4-2018	Cr Janata Sahakari Bank (6226)	Bank	JSBL -6226/30	5,00,015.00	
	Cr ICICI BANK A/C NO -6501	Bank	ICICI -6501/57	5,00,000.00	
30-4-2018	Cr Output GST (Units)	Journal Voucher	JV/Apr18/016	1,907.00	
	Cr ICICI BANK A/C NO -6501	Bank	ICICI -6501/57	5,00,000.00	
5-5-2018	Cr Saraswat Co Op -0061	Bank	SARASWAT-061/12	5,00,000.00	
6-5-2018	Cr Bank of Maharashtra(3421)	Bank	BOM -3421/05	9,00,000.00	
12-5-2018	Cr Saraswat Co Op -0061	Bank	SARASWAT-061/20	1,30,980.00	
29-5-2018	Cr Advance to Dextirity Infosys Pvt Ltd	Journal Voucher	Jv/May18/018	4,035.00	
	Cr Output GST (Units)	Journal Voucher	Jv/May18/023	3,860.00	
2-6-2018	Cr Janata Sahakari Bank (6226)	Bank	JSBL - 6226/71	5,00,000.00	
5-6-2018	Cr Janata Sahakari Bank (6226)	Bank	JSBL - 6224/75	9,00,000.00	
30-6-2018	Cr Output GST (Units)	Journal Voucher	JV/Jun18/019	1,907.00	
3-7-2018	Cr Janata Sahakari Bank (6226)	Bank	JSBL - 6226/113	2,00,000.00	
23-7-2018	Cr Kunal Kumar (Tds)	Journal	13	12,000.00	45,00,000.00
27-7-2018	Dr Bank of Maharashtra(3421)	Bank (R)		9,50,000.00	
29-7-2018	Cr Bank of Maharashtra (1184)	Bank	BOM - 1184/59	6,49,900.00	
30-7-2018	Cr Bank of Maharashtra (1184)	Bank	BOM - 1184/59	6,138.00	
31-7-2018	Cr Output GST (Units)	Journal Voucher	JV/Jul18/029		
				<u>70,60,742.00</u>	<u>45,00,000.00</u>
					<u>25,60,742.00</u>
				<u>70,60,742.00</u>	<u>70,60,742.00</u>
Dr	Closing Balance				

MES INSTITUTE OF MANAGEMENT AND CAREER COURSES (IMCC)

ENCASHMENT OF LEAVE

Name of Employee	Mr. Alok Rale	Last serving MES Unit	MES IMCC
Designation at the time of Relieving	Assistant – HR	Date of Resignation	07th April, 2022
		Date of Relieving	07th July 2022 (at closing working hours)
Monthly Basic Pay at the time of Relieving	8,720.00	Monthly Grade Pay at the time of Relieving	1,900.00
Monthly D. A. at the time of Relieving	16,355.00		

Balanced Earned Leave eligible for Leave Encashment	103 Days
Basic Pay (pm)	8,720.00
Grade Pay (pm)	1,900.00
D. A. (pm)	16,355.00
TOTAL OF Basic Pay+Grade Pay+D.A.	26,975.00
The above total of Basic Pay + Grade Pay + D.A. to be divided by 30 in order to derive value of one day.	
One Day Value (Rs.26975.00 / 30 days)	8,99.00
One day value x no. of balanced EL (Rs. 899 x 103 days)	92,597.00
Rounded off	92,597.00


DIRECTOR

Maharashtra Education Society's
Institute of Management & Career Courses (IMCC)
IMCC Campus, 131, Mayur Colony, Kothrud.
Pune-411033

To

Alok Rale

Account No: 919010062923781

IFSC Code: UTIB0001436

From

MAHARASHTRA
EDUCATION
SOCIETY

KOTHRUD - PUNE

PAYMENT ADVICE

Beneficiary Name: Alok Rale

Beneficiary Nickname: Alok Rale

Payment Date: 30-08-2022

Beneficiary Account No.: 919010062923781

Beneficiary IFSC Code: UTIB0001436

Amount: 92597.00

Company Name:

Reference No: 687606506

Remarks: LEAVE ENCASHMENT PAYMENT

Dear Sir / Madam,

We have initiated your payment through Fund Transfer on 30-08-2022 for an amount of INR 92597.00. In case of any clarification regarding this transaction please get in touch with corporate.ib@axisbank.com.