



ALVA'S INSTITUTE OF ENGINEERING AND TECHNOLOGY

A Unit of Alva's Education Foundation (R)

(Affiliated to Visvesvaraya Technological University, Belgaum,

Approved by AICTE, New Delhi & Recognised by Government of Karnataka)

Shobhavana Campus, Mijar, Moodbidri - 574 225, Mangalore, D.K., Karnataka State.

Phone : 08258-262724 (O), 262725 (P), Telefax:08258-262726

Email : principalaiet08@gmail.com, Web : www.aiet.org.in

Ref: AIET/A2/2013-14/ 7295

Date: 05-01-2013

Appointment Order

To,

Mr. Manjunath Kotari

S/o. Narayana Kotari

"Padmakshi Nilaya"

Ampar Post,

Kundapur Udipi.

Dear Sir,

Sub: Offer of Appointment as Associate Professor & P.G. Coordinator in the Dept. of CSE Reg.

With reference to your application & the subsequent interview, your consent letter, the management is pleased to appoint you as **Associate Professor & P.G. Coordinator** in Dept. of CSE. in our organization as per the terms and conditions mentioned below:

1. You will be paid 6th pay scale as per revised AICTE norms in pay band of Rs 37400-67000/- with an AGP of Rs 9000/- & the details of pay is as follows: 6th pay Basic Rs.37400/-+ AGP Rs.9000/- + DA 20% + HRA 5% + Allowance for P.G.Coordinator Rs.2500/-.Total Gross Salary =Rs. 60500/- per month.
2. You will be on probation for a period of one year. Your work will then be reviewed and if found satisfactory, you will be confirmed, otherwise your probationary period will be extended for a period of three months further. During the second probation period if your work and conduct are not found to be satisfactory, your services will be terminated without giving any notice.
3. You shall abide by the rules & regulations of the institution framed from time to time.
4. You shall maintain strict discipline.
5. All your correspondence to the management shall be routed through proper channel, but you may send advance copies to the management if you wish.
6. Apart from teaching, you shall take up the other responsibilities such as curricular, extra-curricular and co-curricular activities, assisting in administration and any other duties assigned by the principal, and your superiors from time to time.
7. You have to submit all the relevant original documents/certificates to the Principal at the time of joining.
8. Your appointment is terminable with **three months** notice on either side.
9. You will join duty on or before **20th January 2013**.

If you agree to the above terms and conditions, please return the duplicate copy of this letter duly signed as a token of your acceptance to the **Principal**.

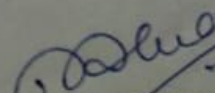
Copy to:

1. Est. Sec

2. AO/FO


PRINCIPAL

Alva's Institute of Engg. & Technology
Mijar, MOODBIDRI - 574 225


CHAIRMAN

ALVA'S EDUCATION FOUNDATION (R)
MOODBIDRI - 574 227 (D.K.)



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Email : principalaiet08@gmail.com, Web:www.aiet.org.in

Ref:AIET/HR/ 2016-17/ 77

Date: 02.11.2016

Appointment Order

To,
Dr.Mohideen Badhusa S,
2/79,Venkata Perumal Street ,Erode
Erode Dist, Tamil Nadu.

Dear Sir,

Sub: Offer of Appointment as 'Sr. Professor' in the Dept of CSE-Reg.

With reference to your application & the subsequent interview, your consent letter, the management is pleased to appoint you as 'Sr. Professor' in the Dept of CSE- in our organization as per the terms & conditions mentioned below:

1. You will be paid 6th pay Scale as per revised AICTE norms in a pay band of Rs.47440-67000/- with an AGP of Rs.10000/= & the details of pay is as follows:
6th pay basic Rs52766/-+AGP Rs.10000/-+DA+HRA@40%=Rs25106/-+Special AllowanceRs.15000/-GrossSalary=Rs1,02,872/-per month.
2. You will be on probation for a period of one year. Your work will then be reviewed and if found satisfactory, you will be confirmed, otherwise your probationary period will be extended for a period of three months further. During the second probation period if your work and conduct are not found to be satisfactory, your service will be terminated without giving any notice.
3. You shall abide by the rules & regulations of the institution framed from time to time. You shall maintain strict discipline.
4. All your correspondence to the management shall be routed through proper channel, but you may send advance copies to the management if you wish.
5. Apart from teaching, you shall take up the other responsibilities such as curricular, extra-curricular and co-curricular activities, assisting in administration and any other duties assigned by the Principal,HOD and your superiors from time to time.
6. You have to submit all the relevant original documents /certificates to the principal at time of joining.
7. Your appointment is terminable with **One Month** notice on either side during Probationary period. **Three Months** notice on either side after confirmation
8. You will join duty on or before **01st December 2016**.

If you agree to the above terms and conditions, please return the duplicate copy of this letter duly signed as a token of your acceptance or mail to the **Principal**.

Copy to:

1.H R, A/C, F.O


PRINCIPAL

Alva's Institute of Engg. & Technology
Mijar, MOODBIDRI - 574 225

Received &
accepted the offer
of Dr. Mohideen Badhusa S.

3/11/16.



ALVA'S INSTITUTE OF ENGINEERING AND TECHNOLOGY

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Email : principalaiet08@gmail.com, Web:www.aiet.org.in

AIET/HR/ 2013-14-1543

Date: 22.05.2014

Appointment Order

To,
Mr. Venkatesh
Madumbu Village Innanje post
Udupi -576122.

Dear Sir,

Sub: Offer of Appointment as 'Sr. Associate Professor' in the Dept of CSE Engg-Reg.

With reference to your application & the subsequent interview, your consent letter, the management is pleased to appoint you as **Sr. Associate Professor** in the Dept of CSE Engg- in our organization as per the terms & conditions mentioned below:

1. You will be paid 6th pay Scale as per revised AICTE norms in a pay band of Rs.15600-39100/- with an AGP OF Rs.9000/- & the details of pay is as follows: 6th pay basic Rs37400/-+AGP Rs.9000/-+DA+HRA@40%=Rs18560/- Total Gross Salary=Rs.64,960/- per month
2. You will be on probation for a period of one year. Your work will then be reviewed and if found satisfactory, you will be confirmed, otherwise your probationary period will be extended for a period of three months further. During the second probation period if your work and conduct are not found to be satisfactory, your service will be terminated without giving any notice.
3. You shall abide by the rules & regulations of the institution framed from time to time.
4. You shall maintain strict discipline.
5. All your correspondence to the management shall be routed through proper channel, but you may send advance copies to the management if you wish.
6. Apart from teaching, you shall take up the other responsibilities such as curricular, extra-curricular and co-curricular activities, assisting in administration and any other duties assigned by the Principal, HOD and your superiors from time to time.
7. You have to submit all the relevant original documents /certificates to the principal at time of joining.
8. Your appointment is terminable with **One Month** notice on either side during Probationary period. **Three Months** notice on either side after confirmation
9. You will join duty on or before **21st July 2014**

If you agree to the above terms and conditions, please return the duplicate copy of this letter duly signed as a token of your acceptance or mail to the **Principal**.

Copy to:

1.HR

2.A/C,F.O


PRINCIPAL

Alva's Institute of Engg. & Technology
Mijar, MOODBIDRI - 574 225


CHAIRMAN

ALVA'S EDUCATION FOUNDATION (R)
MOODBIDRI - 574 227 (D.K.)



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Email : principalaiet08@gmail.com, Web:www.aiet.org.in

Date: 13.05.2014

AIET/HR/ 2013-14-1528

Appointment Order

To,
Mr. Vasudev.S.Shahapur.
A/P:Gorabal
HunagundTq
Bagalkot-587125

Dear Sir,

Sub: Offer of Appointment as 'Sr.Assistant Professor' in the Dept of CSE-Reg.

With reference to your application & the subsequent interview, your consent letter, the management is pleased to appoint you as Sr.Assistant Professor' in the Dept of CSE- in our organization as per the terms & conditions mentioned below:

1. You will be paid 6th pay Scale as per revised AICTE norms in a pay band of Rs.15600-39100/- with an AGP OF Rs.7000/- & the details of pay is as follows: 6th pay basic Rs28622/-+AGP Rs.7000/-+DA+HRA@40%=Rs14248/- Total Gross Salary=**Rs.49870/-** per month
2. You will be on probation for a period of one year. Your work will then be reviewed and if found satisfactory, you will be confirmed, otherwise your probationary period will be extended for a period of three months further. During the second probation period if your work and conduct are not found to be satisfactory, your service will be terminated without giving any notice.
3. You shall abide by the rules & regulations of the institution framed from time to time.
4. You shall maintain strict discipline.
5. All your correspondence to the management shall be routed through proper channel, but you may send advance copies to the management if you wish.
6. Apart from teaching, you shall take up the other responsibilities such as curricular, extra-curricular and co-curricular activities, assisting in administration and any other duties assigned by the Principal, HOD and your superiors from time to time.
7. You have to submit all the relevant original documents /certificates to the principal at time of joining.
8. Your appointment is terminable with **One Month** notice on either side during Probationary period. **Three Months** notice on either side after confirmation
9. You will join duty on or before **21st July 2014**.

If you agree to the above terms and conditions, please return the duplicate copy of this letter duly signed as a token of your acceptance or mail to the **Principal**.

Copy to:

1.H R

2. A/C, F.O

PRINCIPAL

Alva's Institute of Engg. & Technology
Mijar, MOODBIDRI - 574 225

CHAIRMAN

ALVA'S EDUCATION FOUNDATION (R)
MOODBIDRI - 574 227 (D.K.)

Received

21/07



ALVA'S INSTITUTE OF ENGINEERING AND TECHNOLOGY

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Email : principalaiet08@gmail.com, Web:www.aiet.org.in

Ref: AIET/HR/ 2020-21/ 231

Date: 16.11.2020

Appointment Order

To

Mr. Madhusudhan S.
130, Prashantha Nilaya, Near Anjaneya Temple
1st Stage, Vinobhanagara.
Shivamogga.577204.

Dear Sir,

Sub: Offer of Appointment as 'Sr Assistant Professor' in the Department of 'Computer Science & Engineering'- Reg.

With reference to you application & the subsequent interview, the management is pleased to appoint you as 'Sr Assistant Professor' in the Department of 'Computer Science Engineering'- in our organization as per the terms & conditions mentioned below:

1. You will be paid 6th pay scale as per revised AICTE norms in a pay band of Rs.15600-39100/- with an AGP of Rs.6000/- & the details of pay is as follows: 6th pay basic Rs.29850/- + AGP Rs.7000/- +DA+HRA=Rs.16582/- Total Gross Salary=Rs.53432/- per month.
2. You will be on probation for a period one year. Your work will then be reviewed and if found satisfactory, you will be confirmed, otherwise your probationary period will be extended for a period of three months further. During the second probation period if your work and conduct are not found to be satisfactory, your service will be terminated without giving any notice.
3. You shall abide by the rules & regulations of the institution framed from time to time. You shall maintain strict discipline.
4. All your correspondence to the management shall be routed through proper channel, but you may send advance copies to the management if you wish.
5. Apart from teaching, you shall take up the other responsibilities such as curricular, extra-curricular and co-curricular activities, assisting in administration and any other duties assigned by the Principal, HOD and your superiors from time to time.
6. You have to submit all the relevant original documents /certificates to the Principal at time of joining.
7. Your appointment is terminable with **One Month** notice on either side during Probationary period. **Three Months'** notice on either side after confirmation.
8. You will join duty on or before **18-11- 2020**.
If you agree to the above terms and conditions, please return the duplicate copy of this letter duly signed as a token of your acceptance or mail to the **Principal**.

* Copy to: 1.H R

2. A/C, F.O

PRINCIPAL

Alva's Institute of Engg. & Technology
Mijar, MOODBIDRI - 574 225

For ALVA'S EDUCATION FOUNDATION (R.)

Chairman

Received
Madhusudhan S.



ALVA'S INSTITUTE OF ENGINEERING AND TECHNOLOGY

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Email : principalaiet08@gmail.com, Web www.aiet.org.in

Ref: AIET/Aca/2012-13/7765

Date: 07-06-2013

Appointment Order

To,

Ms. Vidya

D/o. Somashekara K

1-56, Thambadagudde House

Badagabellur Post, Bantwal.

Dear Madam,

Sub: Offer of Appointment as Asst. Professor in the Dept. of CSE/ISE. – Reg

With reference to your application & the subsequent interview, your consent letter, the management is pleased to appoint you as Asst. Professor in Dept. of CSE/ISE. in our organization as per the terms and conditions mentioned below:

1. You will be paid a consolidated pay of Rs. 21,600/- per month till the Completion of M.Tech. However 6th pay with AGP. in a pay band of Rs 15600-39100/- will be paid after the Completion of M.Tech as indicated here: 6th pay Basic Rs 17095/- + AGP Rs 6,000/- +DA + HRA 25% Rs 5775/- Total gross salary = Rs 28870/- per month
2. You will be on probation for a period of one year. Your work will then be reviewed and if found satisfactory, you will be confirmed, otherwise your probationary period will be extended for a period of three months further. During the second probation period if your work and conduct are not found to be satisfactory, your services will be terminated without giving any notice.
3. You shall abide by the rules & regulations of the institution framed from time to time.
4. You shall maintain strict discipline.
5. All your correspondence to the management shall be routed through proper channel, but you may send advance copies to the management if you wish.
6. Apart from teaching, you shall take up the other responsibilities such as curricular, extra-curricular and co-curricular activities, assisting in administration and any other duties assigned by the principal, HOD and your superiors from time to time.
7. You have to submit all the relevant original documents/certificates to the Principal at the time of joining.
8. Your appointment is terminable with three months notice on either side.
9. You will join duty on or before 20th July 2013.

If you agree to the above terms and conditions, please return the duplicate copy of this letter duly signed as a token of your acceptance or mail to the Principal.

Copy to:

1. H.R. Sec.

2. FO


PRINCIPAL

Alva's Institute of Engg. & Technology


CHAIRMAN

ALVA'S EDUCATION FOUNDATION (R)



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Email : principalaiet08@gmail.com, Web:www.aiet.org.in

~~AIET/HR/2013-14-1534~~

Date: 13.05.2014

Appointment Order

To,
Ms. Deeksha M
D/o Madhukara
"Shri Deghula" house
Vivekananda Nagar
Masthikatte
Moodbidri-574227

Sub: Offer of Appointment as 'Assistant Professor' in the Dept of CSE-Reg.

With reference to your application & the subsequent interview, your consent letter, the management is pleased to appoint you as **Assistant Professor** in the Dept of CSE- in our organization as per the terms & conditions mentioned below:

1. You will be paid a consolidated salary of **Rs.20000/-** per month till the completion of M.Tech. However 6th pay with AGP in a pay band of Rs.15600-39100/- will be paid after completion of M.Tech as indicated here: 6th pay basic Rs16420/-+AGP Rs.6000/- -DA+HRA@30% -Rs6726/- Total Gross Salary=**Rs.29146/-** per month
2. You will be on probation for a period of one year. Your work will then be reviewed and if found satisfactory, you will be confirmed, otherwise your probationary period will be extended for a period of three months further. During the second probation period if your work and conduct are not found to be satisfactory, your service will be terminated without giving any notice.
3. You shall abide by the rules & regulations of the institution framed from time to time.
4. You shall maintain strict discipline.
5. All your correspondence to the management shall be routed through proper channel, but you may send advance copies to the management if you wish.
6. Apart from teaching, you shall take up the other responsibilities such as curricular, extra-curricular and co-curricular activities, assisting in administration and any other duties assigned by the Principal, IOD and your superiors from time to time.
7. You have to submit all the relevant original documents /certificates to the principal at time of joining.
8. Your appointment is terminable with **One Month** notice on either side during Probationary period. **Three Months** notice on either side after confirmation.
9. You will join duty on or before **21st July 2014**.

If you agree to the above terms and conditions, please return the duplicate copy of this letter duly signed as a token of your acceptance or mail to the **Principal**.

Copy to:

1. HR
2. A/C, F.O


PRINCIPAL

Alva's Institute of Engg. & Technology
Mijar, MOODBIDRI - 574 225



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Phone : 08258-262724 (O), 262725 (P), Telefax:08258-262726

Email : principalaiet08@gmail.com, Web:www.aiet.org.in

Ref:AIET/HR/2015-16/244

Date:20.07.2016

Appointment Order

To,
Ms.Megha Divakar Hegde
D/o Divakar T Hedge
'Arya Durga', Old post office
Bailur, Karkala- 574102.

Dear Madam,

Sub:Offer of Appointment as '**Assistant Professor**' in the Dept of '**Computer Science & Engg**' -Reg.

With reference to your application & the subsequent interview, your consent letter, the management is pleased to appoint you as '**Assistant Professor**' in the Dept of '**Computer Science & Engg**'- in our organization as per the terms & conditions mentioned below:

1. You will be paid 6th pay Scale as per revised AICTE norms in a pay band of Rs.15600-39100/- with an AGP OF Rs.6000/= & the details of pay is as follows:
6th pay basic Rs16420/-+AGP Rs.6000/-+DA +HRA@30%=Rs6726/- Total Gross Salary=Rs.29146/- per month
2. You will be on probation for a period of one year. Your work will then be reviewed and if found satisfactory, you will be confirmed, otherwise your probationary period will be extended for a period of three months further. During the second probation period if your work and conduct are not found to be satisfactory, your service will be terminated without giving any notice.
3. You shall abide by the rules & regulations of the institution framed from time to time. You shall maintain strict discipline.
4. All your correspondence to the management shall be routed through proper channel, but you may send advance copies to the management if you wish.
5. Apart from teaching, you shall take up the other responsibilities such as curricular, extra-curricular and co-curricular activities, assisting in administration and any other duties assigned by the Principal, HOD and your superiors from time to time.
6. You have to submit all the relevant original documents /certificates to the principal at the time of joining.
7. Your appointment is terminable with **One Month** notice on either side during Probationary period. **Three Months** notice on either side after confirmation.
8. You will join duty on or before **25th July 2016**.

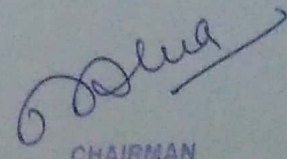
If you agree to the above terms and conditions, please return the duplicate copy of this letter duly signed as a token of your acceptance or mail to the **Principal**.

Copy to:

1. HR, A/C, F.O


PRINCIPAL

Alva's Institute of Engg. & Technology
Mijar, MOODBIDRI - 574 225


CHAIRMAN

ALVA'S EDUCATION FOUNDATION (R)
MOODBIDRI - 574 227 (D.K.)



ALVA'S INSTITUTE OF ENGINEERING AND TECHNOLOGY

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Email : principalaiet08@gmail.com, Web:www.aiet.org.in

Ref: AIET/HR/2017-18/717

Date: 23.07.2018

Appointment Order

To,

Ms. Reena Lobo

Daregudde post

Mangalore.

Dear Madam,

Sub: Offer of Appointment as 'Asst. Professor' in the Dept of 'CSE' -Reg.

With reference to your application & the subsequent interview, the management is pleased to appoint you as 'Asst. Professor' in the Dept of 'CSE'-in our organization as per the terms & conditions mentioned below:

1. You will be paid consolidated salary of **Rs. 20,000/- Per month.**
2. You will be on probation for a period of six months. Your work will then be reviewed and if found satisfactory, you will be confirmed, otherwise your probationary period will be extended for a period of three months further. During the second probation period if your work and conduct are not found to be satisfactory, your service will be terminated without giving any notice.
3. You shall abide by the rules & regulations of the institution framed from time to time. You shall maintain strict discipline.
4. All your correspondence to the management shall be routed through proper channel, but you may send advance copies to the management if you wish.
5. Apart from teaching, you shall take up the other responsibilities such as curricular, extra-curricular and co-curricular activities, assisting in administration and any other duties assigned by the Principal, Dean and your superiors from time to time.
6. You have to submit all the relevant original documents /certificates to the principal at time of joining.
7. Your appointment is terminable with One Month notice on either side during Probationary period and Three Months notice on either side after confirmation, without interrupt the academic session.
8. You will join duty on or before 24th July 2018.

If you agree to the above terms and conditions, please return the duplicate copy of this letter duly signed as a token of your acceptance or mail to the **Principal**.

Copy to:

1. H R, 2. Accounts, 3. F.O **PRINCIPAL**

Alva's Institute of Engg. & Technology
Mijar, MOODBIDRI - 574 225

(Dr. Mohan Alva)
Chairman
Alva's Education Foundation (R)
MOODBIDRI - 574227, D.K.

PRINCIPAL
Alva's Institute of Engg. & Technology
Mijar, MOODBIDRI - 574 225, D.K.

Ref: AIET/HR/2022/

Date: 07-09-2022

Office Order

To,

Mr. Abhijith L Kotian

Teaching Assistant

Dept. of CSE.

The management is pleased to inform you that you are promoted as "Asst. Professor" in the department of 'Computer Science and Engineering (CSE)' with a consolidated salary of Rs.20,000/- per month.

This office order is effective from **01.09.2022**. Other benefits & Leave as per Alva's Education Foundation Norms.



PRINCIPAL
PRINCIPAL

Alva's Institute of Engg. & Technology
Mijar, MOODBIDRI - 574 225

Copy to:

01. Concerned
02. Accounts, F/O,
03. Personal File.
04. HOD CSE



ALVA'S INSTITUTE OF ENGINEERING & TECHNOLOGY

(A Unit of Alva's Education Foundation @ Moodbidri)

Affiliated to Visvesvaraya Technological University, Belagavi

Approved by AICTE, New Delhi & Recognised by Government of Karnataka

Accredited by NAAC with A+ Grade and NBA (CSE & ECE)

Ref: AEF/HR/ AIET/ 2022/ 551

Date: 05.12.2022

To,

Mr. Lohith B
"Durgaprasad House"
1-85(7), Mangalore- 574509

Dear Sir,

Sub: Offer of Appointment as Assistant Professor in the Department of CSE - Reg.

With reference to your application & the subsequent interview, the Management is pleased to appoint you as **Assistant Professor** in the **Department of Computer Science and Engineering** in this Organization as per the terms & conditions mentioned below:

1. You will be paid a Consolidated Salary of **Rs.21,600/-** per month.
2. You will be on probation for a period of one year. Your work will then be reviewed and if found satisfactory, you will be confirmed. Otherwise your probationary period will be extended for a period of three months further. During the second probationary period, if your work and conduct are not found to be satisfactory, your service will be terminated without giving any notice.
3. You shall abide by the Rules & Regulations of the Institution framed from time to time. You shall maintain strict discipline.
4. All your correspondence to the Management shall be routed through proper channel. But you may send advance copies to the Management if you wish.
5. Apart from teaching, you shall take up other responsibilities such as curricular, extra-curricular and co-curricular activities, assisting in administration and any other duties assigned by the Principal, H. O. D. and your superiors from time to time.
6. You have to submit all the relevant original documents /certificates to the Principal at time of joining.
7. Your appointment is terminable with **One Month** notice on either side during Probationary period. **Three Months'** notice on either side after confirmation.
8. If the above terms and conditions are acceptable to you, please report for the duty on or before **13th December 2022**.

If you agree to the above terms and conditions, please return the duplicate copy of this letter duly signed as a token of your acceptance or mail to the **Principal**.

PRINCIPAL
Alva's Institute of Engg. & Technology,
Mijar, Moodbidri 574 225, D.K



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Accredited by NAAC with A+ Grade and NBA (CSE & ECE)

Ref: AEF/HR/ AIET/ 2022/ 353

Date: 29.11.2022

To,

Mr. Kaushik K S
"Krishnanugraha"
9-71/4, Vasuki Nagar
Bajal Post, Mangalore

Dear Sir,

Sub: Offer of Appointment as Assistant Professor in the Department of CSE - Reg.

With reference to your application & the subsequent interview, the Management is pleased to appoint you as **Assistant Professor** in the **Department of Computer Science and Engineering** in this Organization as per the terms & conditions mentioned below:

1. You will be paid a Consolidated Salary of **Rs.21,600/-** per month.
2. You will be on probation for a period of one year. Your work will then be reviewed and if found satisfactory, you will be confirmed. Otherwise your probationary period will be extended for a period of three months further. During the second probationary period, if your work and conduct are not found to be satisfactory, your service will be terminated without giving any notice.
3. You shall abide by the Rules & Regulations of the Institution framed from time to time. You shall maintain strict discipline.
4. All your correspondence to the Management shall be routed through proper channel. But you may send advance copies to the Management if you wish.
5. Apart from teaching, you shall take up other responsibilities such as curricular, extra-curricular and co-curricular activities, assisting in administration and any other duties assigned by the Principal, H. O. D. and your superiors from time to time.
6. You have to submit all the relevant original documents /certificates to the Principal at time of joining.
7. Your appointment is terminable with **One Month** notice on either side during Probationary period. **Three Months'** notice on either side after confirmation.
8. If the above terms and conditions are acceptable to you, please report for the duty on or before **7th December 2022**.

If you agree to the above terms and conditions, please return the duplicate copy of this letter duly signed as a token of your acceptance or mail to the **Principal**.

PRINCIPAL

Alva's Institute of Engg. & Technology,
Mijar. MOODBIDRI - 574 225, D.K

Ref.No: AEF/HR/AIET/2022-23/724

Dated: 15.06.2023

To,
Dr.Chandra Naik
2-165,Jadkal,
Near Govt Higher Primary School,
Kundapura Udupi Dist,Pin-576233.

Dear Dr.Chandra Naik,

Subject: Probationary Appointment Order – regarding.

Date of Joining : 22/06/2023.

With reference to your Application cited above and the subsequent interview you had with us, we are pleased to appoint you as **Associate Professor** in the department of **CSE** in our Institution / College on the following terms and conditions.

- 01.That initially you shall be on probation for a period of one year from the date of your joining for duty. The said period of probation may be extended by another six months purely at the discretion of the Management.
- 02.That during or at the expiry of the period of Probation or extended period of probation, the Management shall have the right to conclude your service by giving one month advance notice or one month pay in lieu of notice, with or without assigning any reasons thereof.
- 03.During the period of probation, you shall have the right to conclude your services by giving one month advance notice or one month pay in lieu of notice to the Management.
- 04.To start with, you shall be paid with the monthly salary at the following rates;

a. Basic pay	Rs.46,438
b. Dearness Allowance	Rs.32,507
c. House Rent Allowance	Rs.2,322
d. Academic & Research Allowance	Rs.25,000
e. PhD Allowance.	Rs.20,000
f. Variable Allowance	Rs.7,564

Total Rs. 1,33,831

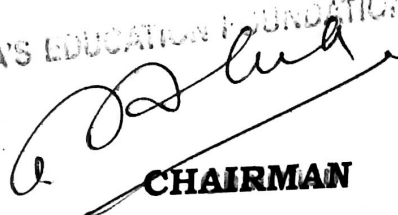
05. That, the payment of your salary shall be subject to statutory deductions including reduction of income tax, professional tax etc.
06. Apart from the above salary, you are entitled for leave benefits, such as earned leave, casual leave, national & festival holidays etc.
07. After the expiry of your Probationary period of service, you have no right to claim regular employment with us. Your Probationary period of service shall come to an end automatically on the expiry of Probationary period. If your services are found satisfactory during the period of Probation, the Management may absorb you as a permanent employee by issuing a confirmation Order in writing.
08. That on confirmation, your services shall be liable to be terminated by giving you three months' notice or three months' salary in lieu thereof except on disciplinary grounds in which case no such notice or payment in lieu thereof shall be necessary.
09. That you shall not leave your employment without giving three months' notice in writing or three months' salary in lieu of such notice and you shall not leave your employment during the academic year of the college / institution. You shall, if you desire, leave the services after the end of the academic year by giving three months' notice in writing or three months' salary in lieu of notice. In case you leave the services without complying with the above conditions, you cannot claim service certificate, no due certificate, relieving order from the Management.
10. That your appointment and continuance in employment of the college is further subject to your being found medically fit and the Management shall have the right to get you re-examined from any registered medical practitioner or the college's doctor as they may think fit and proper.
11. That you shall be the whole time faculty member of the college and shall not engage yourself in any work, profession or employment in other institutions either honorary or otherwise during the period of your employment with the college.
12. That you shall devote your whole-time to the duties assigned to you from time to time and shall not undertake tuition work without the written permission of the Management.
13. That you shall not accept any contribution or otherwise associate yourself with the raising of any Funds or make any other collections, whether in cash or in kind in pursuance of any object, whatsoever, or accept or demand any object, whatsoever or accept or demand any subscription from any member of the college or members of any Association or staff or the student or their guardians.

14. That you shall conform to all rules and regulations in force from time to time in the college and shall carry out all other lawful orders/instructions/directions of the Governing Body as are given to you in connection with the day to day discharge of your duties in the college. A copy of the service rules of our institution shall be furnished to you at the time of joining the duty in our institution.
15. That all communications to you at your last given address shall be deemed to have been delivered to you.
16. That you shall also receive any communications whenever one is offered or delivered to you personally and shall sign the duplicate copy of the same in token of its having been received by you.
17. That you shall not utilize, disclose or divulge to any person or persons any confidential information relating to the institution.
18. That in case any act or omission constituting misconduct is alleged against you, you shall be placed under suspension pending enquiry and shall not be entitled to any wages during the period of such suspension. But, you will be paid subsistence allowance as per the Service Rules of our institution.
19. That your services shall be liable to be transferred from one place to another and/or from one college to another and/or from one post to another purely at the discretion of the Management and due to exigencies of work.
20. That you shall also be responsible for the safe custody of the furniture, books, apparatus, record and such other articles entrusted to you and in case of any damage or loss, the Management shall have the right to make good the same from your salary or other dues besides taking any other disciplinary action as they may deem fit or proper.
21. That on termination of your appointment or resignation for whatever reason, you shall deliver or cause to be delivered to the college all books apparatus, records and such other articles belonging to the college or Library as may be in your possession failing which the Management shall have a right to make good the same from your salary or other dues.
22. That you shall be retired on attaining the age of 60 years. The Management may grant extension of one or two years purely at their discretion or due to the exigencies of service, subject to your medical fitness.

23. In case the above terms and conditions of service are acceptable to you, then please return the duplicate copy of this Offer of appointment after affixing your signatures on the same in token of your acceptance and present yourself for duty within 15 days from the receipt thereof.


PRINCIPAL


A.O

For ALVA'S EDUCATION FOUNDATION (R)

CHAIRMAN



ALVA'S INSTITUTE OF ENGINEERING AND TECHNOLOGY

A Unit of Alva's Education Foundation (R)

(Affiliated to Visvesvaraya Technological University, Belagavi

Approved by AICTE, New Delhi & Recognised by Government of Karnataka)

Shobhavana Campus, Mijar, Moodbidri - 574 225, Mangalore, D.K., Karnataka State.

Phone : 08258-262724 (O), 262725 (P), Telefax:08258-262726

Email : principalaiet08@gmail.com, Web:www.aiet.org.in

Ref: AIET/HR/ 2020-21/ 271

Date: 16.08.2021

Appointment Order

To

Mrs. Deepika Kamath
D/o Marthappa Shenoy,
H.No.5 Shakthi Colony,
Hubli, Karnataka - 580032

Dear Sir,

Sub: Offer of Appointment as 'Assistant Professor' in Computer Science & Engineering.-Reg

With reference to your application & the subsequent interview, the management is pleased to appoint you as '**Assistant Professor**' in **Computer Science & Engineering** branch in our organization as per the terms and conditions mentioned below:

1. You will be paid a basic salary as per AICTE scale of BASIC 26,772 +DA 25% + HRA 5% (Total salary of Rs. 34,804/-per month)..
2. You will be on probation for a period of one year. Your work will then be reviewed and if found satisfactory, you will be confirmed, otherwise your probationary period will be extended for a period of three months further. During the second probation period if your work and conduct are not found to be satisfactory, your service will be terminated without giving any notice.
3. You shall abide by the rules & regulations of the institution framed from time to time.
4. You shall maintain strict discipline.
5. All your correspondence to the management shall be routed through proper channel, but you may send advance copies to the management if you wish.
6. Apart from teaching, you shall take up the other responsibilities such as curricular, extra-curricular and co-curricular activities, assisting in administration and any other duties assigned by the Principal, HOD and your superiors from time to time.
7. You have to submit all the relevant original documents /certificates to the Principal at time of joining.
8. Your appointment is terminable with **One Month** notice on either side during Probationary period. **Three Months'** notice on either side after confirmation.
9. You will join duty on or before **16th August 2021**.

If you agree to the above terms and conditions, please return the duplicate copy of this letter duly signed as a token of your acceptance or mail to the **Principal**.

Copy to:

1. H R, 2. A/C, F.O.

PRINCIPAL

Alva's Institute of Engg. & Technology
Mijar, MOODBIDRI - 574 225

For ALVA'S EDUCATION FOUNDATION (R.)

Chairman

Ref.No: AEF/HR/2023-24/732

Date: 09/08/2023

To,

Dr.Aslam.B.Nandyal

#13 16/3, Nehru Market

P.B.Road

Ranebennur-581115.

Dear, Dr.Aslam.B.Nandyal

Subject: Probationary Appointment Order – regarding.

Date of Joining: 16/08/2023.

With reference to your Application cited above and the subsequent interview you had with us, we are pleased to appoint you as **Sr.Asst.Professor** in the department of **Computer Science & Engg.** on the following terms and conditions.

1. That initially you shall be on probation for a period of one year from the date of your joining for duty. The said period of probation may be extended by another six months purely at the discretion of the Management.
2. That during or at the expiry of the period of Probation or extended period of probation, the Management shall have the right to conclude your service by giving one month advance notice or one month pay in lieu of notice, with or without assigning any reasons thereof.
3. During the period of probation, you shall have the right to conclude your services by giving one month advance notice or one month pay in lieu of notice to the Management.
4. To start with, you shall be paid with the monthly salary at the following rates;

a. Basic pay	Rs. 31,650
b. Dearness Allowance	Rs. 17,407
c. House Rent Allowance	Rs. 1,583
d. Variable Allowance	Rs. 13,635
e. PhD Allowance	<u>Rs.20,000</u>
Total	<u>Rs.84,275</u>

5. That, the payment of your salary shall be subject to statutory deductions including reduction of income tax, professional tax etc.

6. Apart from the above salary, you are entitled for leave benefits, such as earned leave, casual leave, national & festival holidays etc.

7. After the expiry of your Probationary period of service, you have no right to claim regular employment with us. Your Probationary period of service shall come to an end automatically on the expiry of Probationary period. If your services are found satisfactory during the period of Probation, the Management may absorb you as a permanent employee by issuing a confirmation Order in writing.

8. That on confirmation, your services shall be liable to be terminated by giving you three months' notice or three months' salary in lieu thereof exception disciplinary grounds in which case no such notice or payment in lieu thereof shall be necessary.

9. That you shall not leave your employment without giving three months' notice in writing or three month's salary in lieu of such notice and you shall not leave your employment during the academic year of the college / institution. You shall, if you desire, leave the services after the end of the academic year by giving three months' notice in writing or three month's salary in lieu of notice. In case you leave the services without complying with the above conditions, you cannot claim service certificate, no due certificate, relieving order from the Management.

10. That your appointment and continuance in employment of the college is further subject to your being found medically fit and the Management shall have the right to get you re-examined from any registered medical practitioner or the college's doctor as they may think fit and proper.

11. That you shall be the whole time faculty member of the college and shall not engage yourself in any work, profession or employment in other institutions either honorary or otherwise during the period of your employment with the college.

12. That you shall devote your whole-time to the duties assigned to you from time to time and shall not undertake tuition work without the written permission of the Management.

13. That you shall not accept any contribution or otherwise associate yourself with the raising of any Funds or make any other collections, whether in cash or in kind in pursuance of any object, whatsoever, or accept or demand any object, whatsoever or accept or demand any subscription from any member of the college or members of any Association or staff or the student or their guardians.

14. That you shall conform to all rules and regulations in force from time to time in the college and shall carry out all other lawful orders/instructions/directions of the Governing Body as are given to you in connection with the day to day discharge of your duties in the college. A copy of the service rules of our institution shall be furnished to you at the time of joining the duty in our institution.

15. That all communications to you at your last given address shall be deemed to have been delivered to you.

16. That you shall also receive any communications whenever one is offered or delivered to you personally and shall sign the duplicate copy of the same in token of its having been received by you.

17. That you shall not utilize, disclose or divulge to any person or persons any confidential information relating to the institution.

18. That in case any act or omission constituting misconduct is alleged against you, you shall be placed under suspension pending enquiry and shall not be entitled to any wages during the period of such suspension. But, you will be paid subsistence allowance as per the Service Rules of our institution.

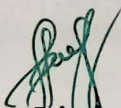
19. That your services shall be liable to be transferred from one place to another and/or from one college to another and/or from one post to another purely at the discretion of the Management and due to exigencies of work.

20. That you shall also be responsible for the safe custody of the furniture, books, apparatus, record and such other articles entrusted to you and in case of any damage or loss, the Management shall have the right to make good the same from your salary or other dues besides taking any other disciplinary action as they may deem fit or proper.

21. That on termination of your appointment or resignation for whatever reason, you shall deliver or cause to be delivered to the college all books apparatus, records and such other articles belonging to the college or Library as may be in your possession failing which the Management shall have a right to make good the same from your salary or other dues.

22. That you shall be retired on attaining the age of 60 years. The Management may grant extension of one or two years purely at their discretion or due to the exigencies of service, subject to your medical fitness.

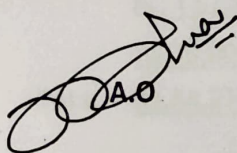
23. In case the above terms and conditions of service are acceptable to you, then please return the duplicate copy of this Offer of appointment after affixing your signatures on the same in token of your acceptance and present yourself for duty within 15 days from the receipt thereof.


Principal

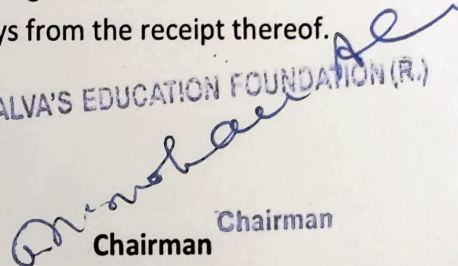
Signature:

Received Date:

29/08/23


D.A.O.

For ALVA'S EDUCATION FOUNDATION (R.)


Chairman

Ref.No: AEF/HR/AIET/2022-23/726

Dated: 03.07.2023

To,
Dr.Bramha Prakash H.P
2nd Cross
Near Sapthagiri Extension
Tumakuru-572105.

Dear Dr.Bramha Prakash H.P,

Subject: Probationary Appointment Order – regarding.

Date of Joining : 10/07/2023.

With reference to your Application cited above and the subsequent interview you had with us, we are pleased to appoint you as **Associate Professor** in the department of **CSE** in our Institution / College on the following terms and conditions.

- 01.That initially you shall be on probation for a period of one year from the date of your joining for duty. The said period of probation may be extended by another six months purely at the discretion of the Management.
- 02.That during or at the expiry of the period of Probation or extended period of probation, the Management shall have the right to conclude your service by giving one month advance notice or one month pay in lieu of notice, with or without assigning any reasons thereof.
- 03.During the period of probation, you shall have the right to conclude your services by giving one month advance notice or one month pay in lieu of notice to the Management.
- 04.To start with, you shall be paid with the monthly salary at the following rates;

a. Basic pay	Rs.49,266
b. Dearness Allowance	Rs.34,486
c. House Rent Allowance	Rs.2,463
d. Academic & Research Allowance	Rs.25,000
e. PhD Allowance.	Rs.20,000
f. Variable Allowance	Rs.6,755

Total Rs. 1,37,970

05. That, the payment of your salary shall be subject to statutory deductions including reduction of income tax, professional tax etc.
06. Apart from the above salary, you are entitled for leave benefits, such as earned leave, casual leave, national & festival holidays etc.
07. After the expiry of your Probationary period of service, you have no right to claim regular employment with us. Your Probationary period of service shall come to an end automatically on the expiry of Probationary period. If your services are found satisfactory during the period of Probation, the Management may absorb you as a permanent employee by issuing a confirmation Order in writing.
08. That on confirmation, your services shall be liable to be terminated by giving you three months' notice or three months' salary in lieu thereof except on disciplinary grounds in which case no such notice or payment in lieu thereof shall be necessary.
09. That you shall not leave your employment without giving three months' notice in writing or three months' salary in lieu of such notice and you shall not leave your employment during the academic year of the college / institution. You shall, if you desire, leave the services after the end of the academic year by giving three months' notice in writing or three months' salary in lieu of notice. In case you leave the services without complying with the above conditions, you cannot claim service certificate, no due certificate, relieving order from the Management.
10. That your appointment and continuance in employment of the college is further subject to your being found medically fit and the Management shall have the right to get you re-examined from any registered medical practitioner or the college's doctor as they may think fit and proper.
11. That you shall be the whole time faculty member of the college and shall not engage yourself in any work, profession or employment in other institutions either honorary or otherwise during the period of your employment with the college.
12. That you shall devote your whole-time to the duties assigned to you from time to time and shall not undertake tuition work without the written permission of the Management.
13. That you shall not accept any contribution or otherwise associate yourself with the raising of any Funds or make any other collections, whether in cash or in kind in pursuance of any object, whatsoever, or accept or demand any object, whatsoever or accept or demand any subscription from any member of the college or members of any Association or staff or the student or their guardians.

14. That you shall conform to all rules and regulations in force from time to time in the college and shall carry out all other lawful orders/instructions/directions of the Governing Body as are given to you in connection with the day to day discharge of your duties in the college. A copy of the service rules of our institution shall be furnished to you at the time of joining the duty in our institution.
15. That all communications to you at your last given address shall be deemed to have been delivered to you.
16. That you shall also receive any communications whenever one is offered or delivered to you personally and shall sign the duplicate copy of the same in token of its having been received by you.
17. That you shall not utilize, disclose or divulge to any person or persons any confidential information relating to the institution.
18. That in case any act or omission constituting misconduct is alleged against you, you shall be placed under suspension pending enquiry and shall not be entitled to any wages during the period of such suspension. But, you will be paid subsistence allowance as per the Service Rules of our institution.
19. That your services shall be liable to be transferred from one place to another and/or from one college to another and/or from one post to another purely at the discretion of the Management and due to exigencies of work.
20. That you shall also be responsible for the safe custody of the furniture, books, apparatus, record and such other articles entrusted to you and in case of any damage or loss, the Management shall have the right to make good the same from your salary or other dues besides taking any other disciplinary action as they may deem fit or proper.
21. That on termination of your appointment or resignation for whatever reason, you shall deliver or cause to be delivered to the college all books apparatus, records and such other articles belonging to the college or Library as may be in your possession failing which the Management shall have a right to make good the same from your salary or other dues.
22. That you shall be retired on attaining the age of 60 years. The Management may grant extension of one or two years purely at their discretion or due to the exigencies of service, subject to your medical fitness.

23. In case the above terms and conditions of service are acceptable to you, then please return the duplicate copy of this Offer of appointment after affixing your signatures on the same in token of your acceptance and present yourself for duty within 15 days from the receipt thereof.


PRINCIPAL


A.O


CHAIRMAN
Chairman

Ref: AIET/HR/2023/717

Date: 10-07-2023

Office Order

To,

Dr.Srinivasan.G
Professor,
Dept. of CSE.

The management is pleased to inform you that as par with 7th Pay Scale will be implemented with applicable PhD, Academic & Research allowance:

1. You will be paid as par with 7th Pay Scale as per below:

a) Present Salary Basic :	Rs. 58,296/-
b) D.A:	Rs.40,807/-
c) HRA:	Rs. 2,915/-
d) Add: PhD Allowance:	Rs.25,000/-
e) Add: Academic & Research Allowance:	Rs.17,522/-
f) Present updated Gross Salary:	= Rs.1,44,540/-

(Rupees only)

2. This office order is effective from **01.06.2023**.

3. Other benefits & Leave as per Alva's Education Foundation Norms.

4. You are not allowed to resign in between the month of July-2023 to July-2024.If resigning then you have to submit all the salary allowances given from the month of June-2023 onwards.

Copy to:

01. Concerned
02. Accounts, F/O,
03. Personal File.



PRINCIPAL



For ALVA'S EDUCATION FOUNDATION (R.)
CHAIRMAN

Ref.No: AEF/HR/2023-24/126

Date: 24/07/2023

To,

Mr.H.Harshavardhan
Near Herga Temple
Herga Post & Village
Udupi Dist.

Dear, Mr.H.Harshavardhan

Subject: Probationary Appointment Order – regarding.

Date of Joining: 31/07/2023.

With reference to your Application cited above and the subsequent interview you had with us, we are pleased to appoint you as **Asst.Professor** in the department of **Computer Science & Engg.** on the following terms and conditions.

1. That initially you shall be on probation for a period of one year from the date of your joining for duty. The said period of probation may be extended by another six months purely at the discretion of the Management.
2. That during or at the expiry of the period of Probation or extended period of probation, the Management shall have the right to conclude your service by giving one month advance notice or one month pay in lieu of notice, with or without assigning any reasons thereof.
3. During the period of probation, you shall have the right to conclude your services by giving one month advance notice or one month pay in lieu of notice to the Management.
4. To start with, you shall be paid with the monthly salary at the following rates;


a. Basic pay	Rs. 27,574
b. Dearness Allowance	Rs. 15,166
c. House Rent Allowance	Rs. 1,379
d. Variable Allowance	<u>Rs. 22,083</u>
Total	<u>Rs.66,202</u>

5. That, the payment of your salary shall be subject to statutory deductions including reduction of income tax, professional tax etc.

6. Apart from the above salary, you are entitled for leave benefits, such as earned leave, casual leave, national & festival holidays etc.
7. After the expiry of your Probationary period of service, you have no right to claim regular employment with us. Your Probationary period of service shall come to an end automatically on the expiry of Probationary period. If your services are found satisfactory during the period of Probation, the Management may absorb you as a permanent employee by issuing a confirmation Order in writing.
8. That on confirmation, your services shall be liable to be terminated by giving you three months' notice or three months' salary in lieu thereof exception disciplinary grounds in which case no such notice or payment in lieu thereof shall be necessary.
9. That you shall not leave your employment without giving three months' notice in writing or three month's salary in lieu of such notice and you shall not leave your employment during the academic year of the college / institution. You shall, if you desire, leave the services after the end of the academic year by giving three months' notice in writing or three month's salary in lieu of notice. In case you leave the services without complying with the above conditions, you cannot claim service certificate, no due certificate, relieving order from the Management.
10. That your appointment and continuance in employment of the college is further subject to your being found medically fit and the Management shall have the right to get you re-examined from any registered medical practitioner or the college's doctor as they may think fit and proper.
11. That you shall be the whole time faculty member of the college and shall not engage yourself in any work, profession or employment in other institutions either honorary or otherwise during the period of your employment with the college.
12. That you shall devote your whole-time to the duties assigned to you from time to time and shall not undertake tuition work without the written permission of the Management.
13. That you shall not accept any contribution or otherwise associate yourself with the raising of any Funds or make any other collections, whether in cash or in kind in pursuance of any object, whatsoever, or accept or demand any object, whatsoever or accept or demand any subscription from any member of the college or members of any Association or staff or the student or their guardians.
14. That you shall conform to all rules and regulations in force from time to time in the college and shall carry out all other lawful orders/instructions/directions of the Governing Body as are given to you in connection with the day to day discharge of your duties in the college. A copy of the service rules of our institution shall be furnished to you at the time of joining the duty in our institution.

15. That all communications to you at your last given address shall be deemed to have been delivered to you.
16. That you shall also receive any communications whenever one is offered or delivered to you personally and shall sign the duplicate copy of the same in token of its having been received by you.
17. That you shall not utilize, disclose or divulge to any person or persons any confidential information relating to the institution.
18. That in case any act or omission constituting misconduct is alleged against you, you shall be placed under suspension pending enquiry and shall not be entitled to any wages during the period of such suspension. But, you will be paid subsistence allowance as per the Service Rules of our institution.
19. That your services shall be liable to be transferred from one place to another and/or from one college to another and/or from one post to another purely at the discretion of the Management and due to exigencies of work.
20. That you shall also be responsible for the safe custody of the furniture, books, apparatus, record and such other articles entrusted to you and in case of any damage or loss, the Management shall have the right to make good the same from your salary or other dues besides taking any other disciplinary action as they may deem fit or proper.
21. That on termination of your appointment or resignation for whatever reason, you shall deliver or cause to be delivered to the college all books apparatus, records and such other articles belonging to the college or Library as may be in your possession failing which the Management shall have a right to make good the same from your salary or other dues.
22. That you shall be retired on attaining the age of 60 years. The Management may grant extension of one or two years purely at their discretion or due to the exigencies of service, subject to your medical fitness.
23. In case the above terms and conditions of service are acceptable to you, then please return the duplicate copy of this Offer of appointment after affixing your signatures on the same in token of your acceptance and present yourself for duty within 15 days from the receipt thereof.


Principal

Signature: 

Received Date: 02/09/2023


A.O. Prasad

For ALVA'S EDUCATION FOUNDATION (R.)

Chairman

Ref: AIET/HR/2023/729

07.08.2023

DUTY JOINING MEMO

Mr.Kiran B.V has reported to the duty today, **07.08.2023 forenoon** as **Asst.Professor** in the Department of **CSE** in this Institution.



PRINCIPAL

Alva's Institute of Engg. & Technology
Mijar, MOODBIDRI - 574 225

Copy to:

1. Concerned
2. Personal File
3. Accounts Section
4. Library
5. Administrative Officer

Ref.No: AEF/HR/2023-24/730

Date: 01/08/2023

To,
Mr.Kiran B.V
Balehithlue House
Sampaje Post & Village
Madikeri Taluk
Kodagu District, Karnataka
Pin-574234.

Dear, Mr.Kiran B.V

Subject: Probationary Appointment Order – regarding.

Date of Joining: 07/08/2023.

With reference to your Application cited above and the subsequent interview you had with us, we are pleased to appoint you as **Asst.Professor** in the department of **Computer Science & Engg.** on the following terms and conditions.

1. That initially you shall be on probation for a period of one year from the date of your joining for duty. The said period of probation may be extended by another six months purely at the discretion of the Management.
2. That during or at the expiry of the period of Probation or extended period of probation, the Management shall have the right to conclude your service by giving one month advance notice or one month pay in lieu of notice, with or without assigning any reasons thereof.
3. During the period of probation, you shall have the right to conclude your services by giving one month advance notice or one month pay in lieu of notice to the Management.
4. To start with, you shall be paid with the monthly salary at the following rates;

a. Basic pay	Rs. 28,401
b. Dearness Allowance	Rs. 15,620
c. House Rent Allowance	Rs. 1,420
d. Variable Allowance	<u>Rs. 18,834</u>
Total	<u>Rs.64,275</u>

5. That, the payment of your salary shall be subject to statutory deductions including reduction of income tax, professional tax etc.
6. Apart from the above salary, you are entitled for leave benefits, such as earned leave, casual leave, national & festival holidays etc.
7. After the expiry of your Probationary period of service, you have no right to claim regular employment with us. Your Probationary period of service shall come to an end automatically on the expiry of Probationary period. If your services are found satisfactory during the period of Probation, the Management may absorb you as a permanent employee by issuing a confirmation Order in writing.
8. That on confirmation, your services shall be liable to be terminated by giving you three months' notice or three months' salary in lieu thereof exception disciplinary grounds in which case no such notice or payment in lieu thereof shall be necessary.
9. That you shall not leave your employment without giving three months' notice in writing or three month's salary in lieu of such notice and you shall not leave your employment during the academic year of the college / institution. You shall, if you desire, leave the services after the end of the academic year by giving three months' notice in writing or three month's salary in lieu of notice. In case you leave the services without complying with the above conditions, you cannot claim service certificate, no due certificate, relieving order from the Management.
10. That your appointment and continuance in employment of the college is further subject to your being found medically fit and the Management shall have the right to get you re-examined from any registered medical practitioner or the college's doctor as they may think fit and proper.
11. That you shall be the whole time faculty member of the college and shall not engage yourself in any work, profession or employment in other institutions either honorary or otherwise during the period of your employment with the college.
12. That you shall devote your whole-time to the duties assigned to you from time to time and shall not undertake tuition work without the written permission of the Management.
13. That you shall not accept any contribution or otherwise associate yourself with the raising of any Funds or make any other collections, whether in cash or in kind in pursuance of any object, whatsoever, or accept or demand any object, whatsoever or accept or demand any subscription from any member of the college or members of any Association or staff or the student or their guardians.

14. That you shall conform to all rules and regulations in force from time to time in the college and shall carry out all other lawful orders/instructions/directions of the Governing Body as are given to you in connection with the day to day discharge of your duties in the college. A copy of the service rules of our institution shall be furnished to you at the time of joining the duty in our institution.

15. That all communications to you at your last given address shall be deemed to have been delivered to you.

16. That you shall also receive any communications whenever one is offered or delivered to you personally and shall sign the duplicate copy of the same in token of its having been received by you.

17. That you shall not utilize, disclose or divulge to any person or persons any confidential information relating to the institution.

18. That in case any act or omission constituting misconduct is alleged against you, you shall be placed under suspension pending enquiry and shall not be entitled to any wages during the period of such suspension. But, you will be paid subsistence allowance as per the Service Rules of our institution.


19. That your services shall be liable to be transferred from one place to another and/or from one college to another and/or from one post to another purely at the discretion of the Management and due to exigencies of work.

20. That you shall also be responsible for the safe custody of the furniture, books, apparatus, record and such other articles entrusted to you and in case of any damage or loss, the Management shall have the right to make good the same from your salary or other dues besides taking any other disciplinary action as they may deem fit or proper.


21. That on termination of your appointment or resignation for whatever reason, you shall deliver or cause to be delivered to the college all books apparatus, records and such other articles belonging to the college or Library as may be in your possession failing which the Management shall have a right to make good the same from your salary or other dues.

22. That you shall be retired on attaining the age of 60 years. The Management may grant extension of one or two years purely at their discretion or due to the exigencies of service, subject to your medical fitness.

23. In case the above terms and conditions of service are acceptable to you, then please return the duplicate copy of this Offer of appointment after affixing your signatures on the same in token of your acceptance and present yourself for duty within 15 days from the receipt thereof.


Principal



For ALVA'S EDUCATION FOUNDATION (R.)

Chairman

Signature:



Received Date: 28-08-2023

Date: 25.04.2023

Ref: AEF/HR/ AIET/ 2022-23/ 646

To,

Mr. Mahesh Kini. M
Yerlapadi, Bailuru,
Karkala
Udupi-574101.

Dear Sir,

Sub: Offer of Appointment as Sr. Assistant Professor in the Department of CSE- Reg.

With reference to your application & the subsequent interview, the Management is pleased to appoint you as **Sr. Assistant Professor** in the Department of Computer Science and Engineering in this Organization as per the terms & conditions mentioned below:

1. You will be paid 6th Pay Scale as per the revised AICTE norms in a pay band of Rs.24,650/- with an AGP of Rs.7,000/- & the details of pay is as follows: 6th Pay **Basic Rs.30,792/- + AGP Rs.7000/- + DA 55% + HRA 5% = Total Gross Salary. i. e. Rs.60,468/- per month.**
2. You will be on probation for a period of one year. Your work will then be reviewed and if found satisfactory, you will be confirmed. Otherwise your probationary period will be extended for a period of three months further. During the second probationary period, if your work and conduct are not found to be satisfactory, your service will be terminated without giving any notice.
3. You shall abide by the Rules & Regulations of the Institution framed from time to time. You shall maintain strict discipline.
4. All your correspondence to the Management shall be routed through proper channel. But you may send advance copies to the Management if you wish.
5. Apart from teaching, you shall take up other responsibilities such as curricular, extra-curricular and co-curricular activities, assisting in administration and any other duties assigned by the Principal, H. O. D. and your superiors from time to time.
6. You have to submit all the relevant original documents /certificates to the Principal at time of joining.
7. Your appointment is terminable with **One Month** notice on either side during Probationary period. **Three Months'** notice on either side after confirmation. However, shall not ordinarily resign during the mid of an academic year.
8. If the above terms and conditions are acceptable to you, please report for the duty on or before **2nd May 2023**.

If you agree to the above terms and conditions, please return the duplicate copy of this letter duly signed as a token of your acceptance or mail to the **Principal**.



PRINCIPAL



Chairman

For ALVA'S EDUCATION FOUNDATION (R.)

CHAIRMAN

Ref: AIET/HR/2023/652

02.05.2023

DUTY JOINING MEMO

Mr. Mahesh Kini.M has reported to the duty today, **02.05.2023 forenoon** as **Sr.Asst.Professor** in the Department of **Computer Science & Engg.** in this Institution.



PRINCIPAL

Alva's Institute of Engg. & Technology
Mijar, MOODBIDRI - 574 225

Copy to:

1. Concerned
2. Personal File
3. Accounts Section
4. Library
5. Administrative Officer

Ref: AEF/HR/ AIET/ 2022/ 446

Date: 29.08.2022

To,

Mr.Prashanth Kumar
No.3-76, "SAMRUDDHI",
Nelligudde Darkas House
Nitte Post, Karkala Taluk
Udupi-574110.

Dear Sir,

Sub: Appointment as Assistant Professor in the Department of C. S. E. - Reg.

With reference to your application & the subsequent interview, the Management is pleased to appoint you as **Assistant Professor** in the Department of C. S. Engg. in this Organization as per the terms & conditions mentioned below:

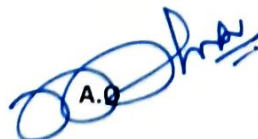
1. You will be paid 6th Pay Scale as per the revised AICTE norms in a pay band of Rs.19,234 /- with an AGP of Rs.6000/- & the details of pay is as follows: 6th Pay Basic Rs.19,234/-+AGP Rs.6000/- + 55% DA + 5% HRA = Total Gross Salary. i. e. Rs.40,375/- per month.
2. You will be on probation for a period of one year. Your work will then be reviewed and if found satisfactory, you will be confirmed. Otherwise your probationary period will be extended for a period of three months further. During the second probationary period, if your work and conduct are not found to be satisfactory, your service will be terminated without giving any notice.
3. You shall abide by the Rules & Regulations of the Institution framed from time to time. You shall maintain strict discipline.
4. All your correspondence to the Management shall be routed through proper channel. But you may send advance copies to the Management if you wish.
5. Apart from teaching, you shall take up other responsibilities such as curricular, extra-curricular and co-curricular activities, assisting in administration and any other duties assigned by the Principal, H. O. D. and your superiors from time to time.
6. You have to submit all the relevant original documents /certificates to the Principal at time of joining.
7. Your appointment is terminable with **One Month** notice on either side during Probationary period. **Three Months'** notice on either side after confirmation.
8. If the above terms and conditions are acceptable to you, please report for the duty on or before **1st September 2022**.

If you agree to the above terms and conditions, please return the duplicate copy of this letter duly signed as a token of your acceptance or mail to the **Principal**.



PRINCIPAL
PRINCIPAL

Alva's Institute of Engg. & Technology,
Mijar, MOODBIDRI - 574 225, D.K



A.O.

Administrative Officer
Alva's Institute of Engg. & Technology
Shobhavana Campus
Mijar, Moodbidre - 574 225



For ALVA'S EDUCATION FOUNDATION (R.)
CHAIRMAN
Chairman



ALVA'S INSTITUTE OF ENGINEERING AND TECHNOLOGY

A Unit of Alva's Education Foundation (R)

(Affiliated to Visvesvaraya Technological University, Belagavi

Approved by AICTE, New Delhi & Recognised by Government of Karnataka)

Shobhavana Campus, Mijar, Moodbidri - 574 225, Mangalore, D.K., Karnataka State.

Phone : 08258-262724 (O), 262725 (P), Telefax:08258-262726

Email : principalaiet08@gmail.com, Web:www.aiet.org.in

Ref: AIET/HR/ 2021-22/ 282

Date: 05.10.2021

Appointment Order

To

Mr. Rizawan N Shaikh
S/o N A Shaikh
Mithra Bhavan, Bejai Kapikad,
Mangalore - 575004

Dear Sir,

Sub: Offer of Appointment as 'Assistant Professor' in Computer Science Engineering. - Reg

With reference to your application & the subsequent interview, the management is pleased to appoint you as 'Assistant Professor' in Computer Science Engineering department in our organization as per the terms and conditions mentioned below:

1. You will be paid a basic salary as per AICTE scale of BASIC 28401 +DA & HRA 8520 (Total salary of Rs.36,921/-per month).
2. You will be on probation for a period of one year. Your work will then be reviewed and if found satisfactory, you will be confirmed, otherwise your probationary period will be extended for a period of three months further. During the second probation period if your work and conduct are not found to be satisfactory, your service will be terminated without giving any notice.
3. You shall abide by the rules & regulations of the institution framed from time to time.
4. You shall maintain strict discipline.
5. All your correspondence to the management shall be routed through proper channel, but you may send advance copies to the management if you wish.
6. Apart from teaching, you shall take up the other responsibilities such as curricular, extra-curricular and co-curricular activities, assisting in administration and any other duties assigned by the Principal, HOD and your superiors from time to time.
7. You have to submit all the relevant original documents /certificates to the Principal at time of joining.
8. Your appointment is terminable with **One Month** notice on either side during Probationary period. **Three Months'** notice on either side after confirmation.
9. You will join duty on or before **11th October 2021**.

If you agree to the above terms and conditions, please return the duplicate copy of this letter duly signed as a token of your acceptance or mail to the Principal.

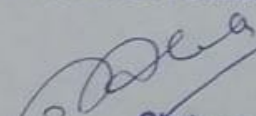
Copy to:

1. H R,
2. A/C, F.O


PRINCIPAL
PRINCIPAL

Alva's Institute of Engg. & Technology
Mijar, MOODBIDRI - 574 225

For ALVA'S EDUCATION FOUNDATION (R)


CHAIRMAN

Ref: AEF/HR/ AIET/ 2022-23/ 610

Date: 03.04.2023

To,

Mr.Senthilkumar.R
8/9, Mahavishnu Nagar,
Angaripalayam, Tirupur
Tamilnadu, India.

Dear Sir,

Sub: Offer of Appointment as Sr.Assistant Professor in the Department of CSE- Reg.

With reference to your application & the subsequent interview, the Management is pleased to appoint you as **Sr.Assistant Professor** in the Department of Computer Science and Engineering in this Organization as per the terms & conditions mentioned below:

1. You will be paid 6th Pay Scale as per the revised AICTE norms in a pay band of Rs.24650/- with an AGP of Rs.7000/- & the details of pay is as follows: 6th Pay Basic Rs.28,622/- + AGP Rs.7000/- + DA 55% + HRA 5% = Total Gross Salary. i. e. Rs.56,995/- per month.
2. You will be on probation for a period of one year. Your work will then be reviewed and if found satisfactory, you will be confirmed. Otherwise your probationary period will be extended for a period of three months further. During the second probationary period, if your work and conduct are not found to be satisfactory, your service will be terminated without giving any notice.
3. You shall abide by the Rules & Regulations of the Institution framed from time to time. You shall maintain strict discipline.
4. All your correspondence to the Management shall be routed through proper channel. But you may send advance copies to the Management if you wish.
5. Apart from teaching, you shall take up other responsibilities such as curricular, extra-curricular and co-curricular activities, assisting in administration and any other duties assigned by the Principal, H. O. D. and your superiors from time to time.
6. You have to submit all the relevant original documents /certificates to the Principal at time of joining.
7. Your appointment is terminable with **One Month** notice on either side during Probationary period. **Three Months'** notice on either side after confirmation. However, shall not ordinarily resign during the mid of an academic year.
8. If the above terms and conditions are acceptable to you, please report for the duty on or before **10th April 2023**.

If you agree to the above terms and conditions, please return the duplicate copy of this letter duly signed as a token of your acceptance or mail to the **Principal**.



PRINCIPAL



A.O.

For ALVA'S EDUCATION FOUNDATION (R.)



CHAIRMAN
Chairman



ALVA'S INSTITUTE OF ENGINEERING AND TECHNOLOGY

A Unit of Alva's Education Foundation (R)

(Affiliated to Visvesvaraya Technological University, Belgaum,

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(An ISO 9001:2008 Certified Institute)

Shobhavana Campus, Mijar, Moodbidri - 574 225, Mangalore, D.K., Karnataka State.

Phone : 08258-262724 (O), 262725 (P), Telefax:08258-262726

Email : principalaiet08@gmail.com, Web:www.aiet.org.in

Ref: AIET/HR/2012-13/

Date: 22-07-2013

Appointment Order

To,

Ms.Merlyn Melita Mathias

Pilar Maklemane House

Pernal Post

Udupi Tq & Dist-574116.

Dear Sir,

Sub: Offer of Appointment as .Lecturer in the Dept. of CSE. – Reg

With reference to your application & the subsequent interview, your consent letter, the management is pleased to appoint you as .Lecturer in Dept. of Computer Science & Engg. in our organization as per the norms and conditions of AIET Mijar.

1. You will be on probation for a period of one year. Your work will then be reviewed and if found satisfactory, you will be confirmed, otherwise your probationary period will be extended for a period of three months further. During the second probation period if your work and conduct are not found to be satisfactory, your services will be terminated without giving any notice.
2. You shall abide by the rules & regulations of the institution framed from time to time.
3. You shall maintain strict discipline.
4. All your correspondence to the management shall be routed through proper channel, but you may send advance copies to the management if you wish.
5. Apart from teaching, you shall take up the other responsibilities such as curricular, extra-curricular and co-curricular activities, assisting in administration and any other duties assigned by the principal, HOD and your superiors from time to time.
6. You have to submit all the relevant original documents/certificates to the Principal at the time of joining.
7. Your appointment is terminable with **three months** notice on either side.
8. You will join duty on or before **30th July 2013**.

If you agree to the above terms and conditions, please return the duplicate copy of this letter duly signed as a token of your acceptance or mail to the **Principal**.

Copy to:

1. H.R. Sec.
2. FO

PRINCIPAL

Alva's Institute of Engg. & Technology
Mijar, MOODBIDRI - 574 225

CHAIRMAN

ALVA'S EDUCATION FOUNDATION (R)
MOODBIDRI - 574 227 (D.K.)



ALVA'S INSTITUTE OF ENGINEERING AND TECHNOLOGY

A Unit of Alva's Education Foundation (R)

(Affiliated to Visvesvaraya Technological University, Belagavi

Approved by AICTE, New Delhi & Recognised by Government of Karnataka)

Shobhavana Campus, Mijar, Moodbidri - 574 225, Mangalore, D.K., Karnataka State.

Phone : 08258-262724 (O), 262725 (P), Telefax:08258-262726

Email : principalaiet08@gmail.com, Web:www.aiet.org.in

Ref:AIET/HR/ 2014-15 /2439

Date: 13.07.2015

Appointment Order

To,

Ms.Mangala Kini B

'Mangala' Near Jyothi High School Ajekar

Karkala Tq,Udupi-574101.

Dear Madam,

Sub: Offer of Appointment as 'Assistant Professor' in the Dept of 'CSE Engg'-Reg.


With reference to your application & the subsequent interview, your consent letter, the management is pleased to appoint you as 'Assistant Professor' in the Dept of 'CSE Engg'- in our organization as per the terms & conditions mentioned below:

1. You will be paid a consolidated salary of **Rs.20000/-** per month till the completion of M.Tech.However 6th pay with AGP in a pay band of Rs.15600-39100/- will be paid after completion of M.Tech as indicated here: 6th pay basic Rs16420/-+AGP Rs.6000/-+DA+HRA@30%=Rs6726/- Total Gross Salary=**Rs.29146/-** per month
2. You will be on probation for a period of one year. Your work will then be reviewed and if found satisfactory, you will be confirmed, otherwise your probationary period will be extended for a period of three months further. During the second probation period if your work and conduct are not found to be satisfactory, your service will be terminated without giving any notice.
3. You shall abide by the rules & regulations of the institution framed from time to time. You shall maintain strict discipline.
4. All your correspondence to the management shall be routed through proper channel, but you may send advance copies to the management if you wish.
5. Apart from teaching, you shall take up the other responsibilities such as curricular, extra-curricular and co-curricular activities, assisting in administration and any other duties assigned by the Principal,HOD and your superiors from time to time.
6. You have to submit all the relevant original documents /certificates to the principal at time of joining.
7. Your appointment is terminable with **One Month** notice on either side during Probationary period. **Three Months** notice on either side after confirmation
8. You will join duty on or before **20th July 2015**.

If you agree to the above terms and conditions, please return the duplicate copy of this letter duly signed as a token of your acceptance or mail to the **Principal**.

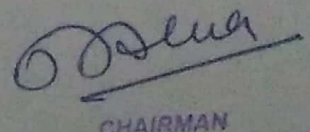
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1. H R 2. A/C, F.O



PRINCIPAL

Alva's Institute of Engg. & Technology
Mijar, MOODBIDRI - 574 225



CHAIRMAN

ALVA'S EDUCATION FOUNDATION (R)
MOODBIDRI - 574 227 (D.K.)

Ref.No: AEF/HR/2024-25/1030

Date: 26/08/2024

To,
Ms.Jasmine Princy Lobo
Near Neerude Church
Mangalore, D.K
Pin-574144.

Dear, Ms.Jasmine Princy Lobo

Subject: Probationary Appointment Order – regarding.

Date of Joining: 02/09/2024

With reference to your Application cited above and the subsequent interview you had with us, we are pleased to appoint you as **Teaching Assistant** in the department of **Computer Science & Engg.** on the following terms and conditions.

1. That initially you shall be on probation for a period of one year from the date of your joining for duty. The said period of probation may be extended by another six months purely at the discretion of the Management.
2. That during or at the expiry of the period of Probation or extended period of probation, the Management shall have the right to conclude your service by giving one month advance notice or one month pay in lieu of notice, with or without assigning any reasons thereof.
3. During the period of probation, you shall have the right to conclude your services by giving one month advance notice or one month pay in lieu of notice to the Management at the end of the Academic Year. You shall not leave your employment during the mid of Academic year/Semester of the college / institution.
4. You will be paid a consolidated salary of **Rs.28,000/-** per month.
5. That, the payment of your salary shall be subject to statutory deductions including reduction of income tax, professional tax etc.



Page 1 | 4

6. Apart from the above salary, you are entitled for leave benefits, such as earned leave, casual leave, national & festival holidays etc.

7. After the expiry of your Probationary period of service, you have no right to claim regular employment with us. Your Probationary period of service shall come to an end automatically on the expiry of Probationary period. If your services are found satisfactory during the period of Probation, the Management may absorb you as a permanent employee by issuing a confirmation Order in writing.

8. That on confirmation, your services shall be liable to be terminated by giving you three months' notice or three months' salary in lieu thereof exception disciplinary grounds in which case no such notice or payment in lieu thereof shall be necessary.

9. That you shall not leave your employment without giving three months' notice in writing or three month's salary in lieu of such notice and you shall not leave your employment during the academic year of the college / Institution. You shall, if you desire, leave the services after the end of the academic year by giving three months' notice in writing or three month's salary in lieu of notice. In case you leave the services without complying with the above conditions, you cannot claim service certificate, no due certificate, relieving order from the Management.

10. That your appointment and continuance in employment of the college is further subject to your being found medically fit and the Management shall have the right to get you re-examined from any registered medical practitioner or the college's doctor as they may think fit and proper.

11. That you shall be the whole time faculty member of the college and shall not engage yourself in any work, profession or employment in other institutions either honorary or otherwise during the period of your employment with the college.

12. That you shall devote your whole-time to the duties assigned to you from time to time and shall not undertake tuition work without the written permission of the Management.

13. That you shall not accept any contribution or otherwise associate yourself with the raising of any Funds or make any other collections, whether in cash or in kind in pursuance of any object, whatsoever, or accept or demand any object, whatsoever or accept or demand any subscription from any member of the college or members of any Association or staff or the student or their guardians.



14. That you shall conform to all rules and regulations in force from time to time in the college and shall carry out all other lawful orders/instructions/directions of the Governing Body as are given to you in connection with the day to day discharge of your duties in the college. A copy of the service rules of our institution shall be furnished to you at the time of joining the duty in our institution.

15. That all communications to you at your last given address shall be deemed to have been delivered to you.

16. That you shall also receive any communications whenever one is offered or delivered to you personally and shall sign the duplicate copy of the same in token of its having been received by you.

17. That you shall not utilize, disclose or divulge to any person or persons any confidential information relating to the institution.

18. That in case any act or omission constituting misconduct is alleged against you, you shall be placed under suspension pending enquiry and shall not be entitled to any wages during the period of such suspension. But, you will be paid subsistence allowance as per the Service Rules of our Institution.

19. That your services shall be liable to be transferred from one place to another and/or from one college to another and/or from one post to another purely at the discretion of the Management and due to exigencies of work.


20. That you shall also be responsible for the safe custody of the furniture, books, apparatus, record and such other articles entrusted to you and in case of any damage or loss, the Management shall have the right to make good the same from your salary or other dues besides taking any other disciplinary action as they may deem fit or proper.

21. That on termination of your appointment or resignation for whatever reason, you shall deliver or cause to be delivered to the college all books apparatus, records and such other articles belonging to the college or Library as may be in your possession failing which the Management shall have a right to make good the same from your salary or other dues.

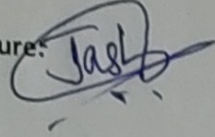
22. That you shall be retired on attaining the age of 60 years. The Management may grant extension of one or two years purely at their discretion or due to the exigencies of service, subject to your medical fitness.

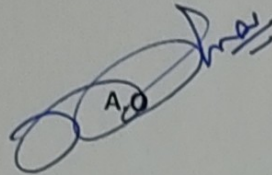


23. In case the above terms and conditions of service are acceptable to you, then please return the duplicate copy of this Offer of appointment after affixing your signatures on the same in token of your acceptance and present yourself for duty within 15 days from the receipt thereof.


Principal
PRINCIPAL

Alva's Institute of Engg. & Technology,
Mijar. MOODBIDRI - 574 225, D.K

Signature: 


A.O

Administrative Officer
Alva's Institute of Engg. & Technology
Shobhavana Campus
Mijar, Moodbidre - 574 225

For ALVA'S EDUCATION FOUNDATION (R)


Chairman
Chairman

Ref.No: AEF/HR/2023-24/806

Date: 26/10/2023

To,
Mr.Giridhara Gouda
Near Hosa Bavikatte
Shivapur
Koppal
Pin-583234.

Dear, Mr.Giridhara Gouda

Subject: Probationary Appointment Order – regarding.

Date of Joining: 02/11/2023.

With reference to your Application cited above and the subsequent interview you had with us, we are pleased to appoint you as **Sr.Asst.Professor** in the department of **Computer Science & Engg.** on the following terms and conditions.

1. That initially you shall be on probation for a period of one year from the date of your joining for duty. The said period of probation may be extended by another six months purely at the discretion of the Management.
2. That during or at the expiry of the period of Probation or extended period of probation, the Management shall have the right to conclude your service by giving one month advance notice or one month pay in lieu of notice, with or without assigning any reasons thereof.
3. During the period of probation, you shall have the right to conclude your services by giving one month advance notice or one month pay in lieu of notice to the Management.
4. To start with, you shall be paid with the monthly salary at the following rates;

a. Basic pay	Rs. 40,093
b. Dearness Allowance	Rs. 22,051
c. House Rent Allowance	Rs. 2,005
d. Variable Allowance	Rs. 14,904
Total	<u>Rs.79,053</u>

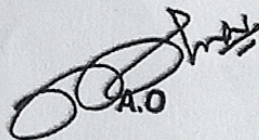
5. That, the payment of your salary shall be subject to statutory deductions including reduction of income tax, professional tax etc.


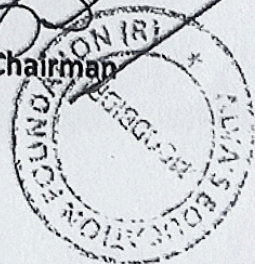
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6. Apart from the above salary, you are entitled for leave benefits, such as earned leave, casual leave, national & festival holidays etc.
7. After the expiry of your Probationary period of service, you have no right to claim regular employment with us. Your Probationary period of service shall come to an end automatically on the expiry of Probationary period. If your services are found satisfactory during the period of Probation, the Management may absorb you as a permanent employee by issuing a confirmation Order in writing.
8. That on confirmation, your services shall be liable to be terminated by giving you three months' notice or three months' salary in lieu thereof exception disciplinary grounds in which case no such notice or payment in lieu thereof shall be necessary.
9. That you shall not leave your employment without giving three months' notice in writing or three month's salary in lieu of such notice and you shall not leave your employment during the academic year of the college / institution. You shall, if you desire, leave the services after the end of the academic year by giving three months' notice in writing or three month's salary in lieu of notice. In case you leave the services without complying with the above conditions, you cannot claim service certificate, no due certificate, relieving order from the Management.
10. That your appointment and continuance in employment of the college is further subject to your being found medically fit and the Management shall have the right to get you re-examined from any registered medical practitioner or the college's doctor as they may think fit and proper.
11. That you shall be the whole time faculty member of the college and shall not engage yourself in any work, profession or employment in other institutions either honorary or otherwise during the period of your employment with the college.
12. That you shall devote your whole-time to the duties assigned to you from time to time and shall not undertake tuition work without the written permission of the Management.
13. That you shall not accept any contribution or otherwise associate yourself with the raising of any Funds or make any other collections, whether in cash or in kind in pursuance of any object, whatsoever, or accept or demand any object, whatsoever or accept or demand any subscription from any member of the college or members of any Association or staff or the student or their guardians.
14. That you shall conform to all rules and regulations in force from time to time in the college and shall carry out all other lawful orders/instructions/directions of the Governing Body as are given to you in connection with the day to day discharge of your duties in the college. A copy of the service rules of our institution shall be furnished to you at the time of joining the duty in our institution.

15. That all communications to you at your last given address shall be deemed to have been delivered to you.
16. That you shall also receive any communications whenever one is offered or delivered to you personally and shall sign the duplicate copy of the same in token of its having been received by you.
17. That you shall not utilize, disclose or divulge to any person or persons any confidential information relating to the Institution.
18. That in case any act or omission constituting misconduct is alleged against you, you shall be placed under suspension pending enquiry and shall not be entitled to any wages during the period of such suspension. But, you will be paid subsistence allowance as per the Service Rules of our institution.
19. That your services shall be liable to be transferred from one place to another and/or from one college to another and/or from one post to another purely at the discretion of the Management and due to exigencies of work.
20. That you shall also be responsible for the safe custody of the furniture, books, apparatus, record and such other articles entrusted to you and in case of any damage or loss, the Management shall have the right to make good the same from your salary or other dues besides taking any other disciplinary action as they may deem fit or proper.
21. That on termination of your appointment or resignation for whatever reason, you shall deliver or cause to be delivered to the college all books apparatus, records and such other articles belonging to the college or Library as may be in your possession failing which the Management shall have a right to make good the same from your salary or other dues.
22. That you shall be retired on attaining the age of 60 years. The Management may grant extension of one or two years purely at their discretion or due to the exigencies of service, subject to your medical fitness.
23. In case the above terms and conditions of service are acceptable to you, then please return the duplicate copy of this Offer of appointment after affixing your signatures on the same in token of your acceptance and present yourself for duty within 15 days from the receipt thereof.


Principal


A.O.


Chairman


Signature:

Received Date:

8/12/23



ALVA'S INSTITUTE OF ENGINEERING & TECHNOLOGY

(A Unit of Alva's Education Foundation @ Moodbidri)

Affiliated to Visvesvaraya Technological University, Belagavi

Approved by AICTE, New Delhi & Recognised by Government of Karnataka

Accredited by NAAC with A+ Grade and NBA (CSE & ECE)

Ref.No: AEF/HR/2023-24/759

Date: 26/09/2023

To,

Mr.Nagaraj V Telkar
Akshata Nivas
R.S No.148/F, Plot No.16, Pujari Layout
Kalasapur Road
Gadag-582101.

Dear, Mr.Nagaraj V Telkar

Subject: Probationary Appointment Order – regarding.

Date of Joining: 03/10/2023.

With reference to your Application cited above and the subsequent interview you had with us, we are pleased to appoint you as **Asst.Professor** in the department of **Computer Science & Engg.** on the following terms and conditions.

1. That initially you shall be on probation for a period of one year from the date of your joining for duty. The said period of probation may be extended by another six months purely at the discretion of the Management.
2. That during or at the expiry of the period of Probation or extended period of probation, the Management shall have the right to conclude your service by giving one month advance notice or one month pay in lieu of notice, with or without assigning any reasons thereof.
3. During the period of probation, you shall have the right to conclude your services by giving one month advance notice or one month pay in lieu of notice to the Management.
4. To start with, you shall be paid with the monthly salary at the following rates;

a. Basic pay	Rs. 27,574
b. Dearness Allowance	Rs. 15,166
c. House Rent Allowance	Rs. 1,379
d. Variable Allowance	<u>Rs. 24,070</u>
Total	<u>Rs.68,189</u>

5. That, the payment of your salary shall be subject to statutory deductions including reduction of income tax, professional tax etc.
6. Apart from the above salary, you are entitled for leave benefits, such as earned leave, casual leave, national & festival holidays etc.
7. After the expiry of your Probationary period of service, you have no right to claim regular employment with us. Your Probationary period of service shall come to an end automatically on the expiry of Probationary period. If your services are found satisfactory during the period of Probation, the Management may absorb you as a permanent employee by issuing a confirmation Order in writing.
8. That on confirmation, your services shall be liable to be terminated by giving you three months' notice or three months' salary in lieu thereof exception disciplinary grounds in which case no such notice or payment in lieu thereof shall be necessary.
9. That you shall not leave your employment without giving three months' notice in writing or three month's salary in lieu of such notice and you shall not leave your employment during the academic year of the college / institution. You shall, if you desire, leave the services after the end of the academic year by giving three months' notice in writing or three month's salary in lieu of notice. In case you leave the services without complying with the above conditions, you cannot claim service certificate, no due certificate, reliving order from the Management.
10. That your appointment and continuance in employment of the college is further subject to your being found medically fit and the Management shall have the right to get you re-examined from any registered medical practitioner or the college's doctor as they may think fit and proper.
11. That you shall be the whole time faculty member of the college and shall not engage yourself in any work, profession or employment in other institutions either honorary or otherwise during the period of your employment with the college.
12. That you shall devote your whole-time to the duties assigned to you from time to time and shall not undertake tuition work without the written permission of the Management.
13. That you shall not accept any contribution or otherwise associate yourself with the raising of any Funds or make any other collections, whether in cash or in kind in pursuance of any object, whatsoever, or accept or demand any object, whatsoever or accept or demand any subscription from any member of the college or members of any Association or staff or the student or their guardians.

14. That you shall conform to all rules and regulations in force from time to time in the college and shall carry out all other lawful orders/instructions/directions of the Governing Body as are given to you in connection with the day to day discharge of your duties in the college. A copy of the service rules of our institution shall be furnished to you at the time of joining the duty in our institution.

15. That all communications to you at your last given address shall be deemed to have been delivered to you.

16. That you shall also receive any communications whenever one is offered or delivered to you personally and shall sign the duplicate copy of the same in token of its having been received by you.

17. That you shall not utilize, disclose or divulge to any person or persons any confidential information relating to the institution.

18. That in case any act or omission constituting misconduct is alleged against you, you shall be placed under suspension pending enquiry and shall not be entitled to any wages during the period of such suspension. But, you will be paid subsistence allowance as per the Service Rules of our institution.

19. That your services shall be liable to be transferred from one place to another and/or from one college to another and/or from one post to another purely at the discretion of the Management and due to exigencies of work.

20. That you shall also be responsible for the safe custody of the furniture, books, apparatus, record and such other articles entrusted to you and in case of any damage or loss, the Management shall have the right to make good the same from your salary or other dues besides taking any other disciplinary action as they may deem fit or proper.

21. That on termination of your appointment or resignation for whatever reason, you shall deliver or cause to be delivered to the college all books apparatus, records and such other articles belonging to the college or Library as may be in your possession failing which the Management shall have a right to make good the same from your salary or other dues.

22. That you shall be retired on attaining the age of 60 years. The Management may grant extension of one or two years purely at their discretion or due to the exigencies of service, subject to your medical fitness.

23. In case the above terms and conditions of service are acceptable to you, then please return the duplicate copy of this Offer of appointment after affixing your signatures on the same in token of your acceptance and present yourself for duty within 15 days from the receipt thereof.


Principal
Alva's Institute of Engg. & Technology,
Mijar, MOODBIDRI - 574 225, D.K

Signature:

Received Date: 27/10/2023


A.O

For ALVA'S EDUCATION FOUNDATION (R.)

Chairman
Chairman

Ref.No: AEF/HR/AIET/2024/ 988

Dated: 15/07/2024

To,

Ms.Ruchitha M.R
Telugu Street
Manjunatha Nilaya
Virajpet, Kodagu,
Pin-571218.

Dear, **Ms.Ruchitha M.R,**

Date of Joining: 22/07/2024.

Subject: Engaging you as a Teaching Assistant in our Institution-Reg.

With reference to your application and the subsequent interview you had with us, we are pleased to engage you as **Teaching Assistant** in the department of CSE for a probationary period in our Institution on the following terms and conditions:-

1. That you will be on training initially for a period of one year from the date of your joining. The said probationary period of one year may be extended for a further period of six months at the discretion of the Management.
2. During the period of probationary, the Management reserves the right to terminate or disengage your probationary period without notice.
3. On satisfactory completion of probationary period by you, you may be absorbed as a permanent, if vacancy arises in the establishment. You have no right to claim regular employment with us on completion of the probationary period.
4. During the period of probationary, you will be paid a consolidated salary of **Rs.15,000/- (Rupees Fifteen Thousand only)** per month.
5. That you will be governed by the rules and regulations of our Institution.
6. You will adhere to punctuality and shall learn the work sincerely and diligently.
7. You shall maintain a dairy recording your engagements, work and achievements in day to day training and produce the dairy every fortnight to your superior for verification.
8. You will be liable to be transferred and / or to be deputed to any other institution under the management of the Foundation at any time and for any duration as decided by the management from time to time.

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9. You will not be entitled to any privileges/benefits which will be available to other regular employees of our Institution.

10. This Appointment is subject to your being found medically fit and continuing to remain so. You shall appear before the Medical Officer appointed by our Management for the purpose of medical examination.

11. This Appointment shall be effective from the date of your reporting for training. You are required to report for duty on or before **22/07/2024** failing which this offer would be treated as cancelled. Please signify your acceptance by signing the copy of this Appointment Order and return the same to us.

12. Your job description, duties and responsibilities rules and regulations etc will be made known to you at the time of joining duty and are subject to change from time to time.

13. You are required to give One month's notice or forfeit month's salary before submitting your resignation to the post held by you. In case you leave the services without complying with the above conditions, you cannot claim service certificate, no due certificate, relieving order from the Management.


PRINCIPAL
PRINCIPAL

Alva's Institute of Engg. & Technology,
Mijar, MOODBIDRI - 574 225, D.K


A.O

Administrative Officer
Alva's Institute of Engg. & Technology
Shobhavana Campus
Mijar, Moodbidri - 574 225

For ALVA'S EDUCATION FOUNDATION (R)


Chairman
CHAIRMAN

I hereby agree and accept the above terms and conditions

Signature of the candidate :


Ruchitha

Ref.No: AEF/HR/AIET/2024/ 991

Dated: 15/07/2024

To,

Ms.Bugade Poonam G

Bhandarkavathe Post

Bhandar Kavade

Mandrup, Solapur

Maharashtra-413221.

Dear, **Ms.Bugade Poonam G,**

Date of Joining: 22/07/2024.

Subject: Engaging you as a **Teaching Assistant** in our Institution-Reg.

With reference to your application and the subsequent interview you had with us, we are pleased to engage you as **Teaching Assistant** in the department of CSE for a probationary period in our Institution on the following terms and conditions:-

1. That you will be on training initially for a period of one year from the date of your joining. The said probationary period of one year may be extended for a further period of six months at the discretion of the Management.
2. During the period of probationary, the Management reserves the right to terminate or disengage your probationary period without notice.
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Alva's Institute of Engg. & Technology,
Mijar. MOOBBIDRI - 574 225, D.K


A.O
Administrative Officer
Alva's Institute of Engg. & Technology
Shobhavana Campus
Mijar, Moodbidri - 574 225

For ALVA'S EDUCATION FOUNDATION (R)

Chairman
CHAIRMAN

I hereby agree and accept the above terms and conditions

Signature of the candidate : 