

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 /2331

Date: 07.07.2015

Appointment Order

Mr. Jayantkumar. A. Rathod B/o Lokesh.A. Rathod, Saraswati Nagar, Kunchanur Road, Jamkhandi Dist: Bagalkot-587301.

Sub: Offer of Appointment as 'Asso Professor' in the Dept of ISE-Reg.

With reference to your application &the subsequent interview, your consent letter, the management is pleased to appoint you as 'Asso Professor' in the Dept of ISE- 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.37400-67000/- with an AGP of Rs.8000/=& the details of pay is as follows: 6th pay basic Rs33260/-+AGP Rs.8000/-+DA+HRA@40%=Rs16504/- Total

Gross Salary=Rs.57764/- 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.

You will join duty on or before 15th 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.

Copy to: 1. HR

2. A/C, F.O

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

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

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/A2/2010-11/ 1362

Date: 08-06-2010

Appointment Order

To,

Mr. Sudarshana Kerenalli #1144, 14th Ward, Behind Palace Ashoka Colony, Sandur-583119 Bellary.

Dear Sir,

Sub: Offer of Appointment as Senior Lecturer in the Dept. of Information Science & Engg -Reg

With reference to your application & the subsequent interview, and also based our offer letter and your consent letter, the management is pleased to appoint you as **Senior Lecturer** in Dept. of **Information Science & Engg** 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 Rs 10325/- + 110% DA + 10% HRA (Total salary of Rs 22715/-per month) in the grade of Rs 10000- 325-15200.
- 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, extracurricular 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 1st August 2010.

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. Est. Sec

1. Est. Sec

2. AO/FO

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PRINCIPAL
Alva's Institute of Eneq. \$ Technology
Mijar, MOODBIDRI - 574 225

Chairman

Alva's Education Foundation (R.) MOODBIDAL - 574 227 D. K.



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

Ref: AIET/A2/2011-12/5201

Date: 23-08-2011

Appointment Order

To,

Mr. Manjunath Kamath.K S/o. Umesh Kamath H-No. 1-30, Near Santhekatte Bommarabettu Grama Hiriadka-576113. Udupi.

Dear Sir,

<u>Sub</u>: Offer of Appointment as Lecturer in the Dept. of CSE/ISE. - Reg

With reference to your application & the subsequent interview, and also based our offer letter and your consent letter, the management is pleased to appoint you as Lecturer 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. 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 the Completion of M.Tech as indicated here: Basic pay Rs 16420/- + AGP Rs 6000/-+ Allowance 5% on total basic pay Rs 1121/-. Total gross salary = Rs 23541/- 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, extracurricular 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

8. Your appointment is terminable with three months notice on either side.

9. You will join duty on or before 1st September 2011.

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. Opy to:

Ist. Sec

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

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Alva's Institute of Engg. & Technology. - 574 227 (D.K.) Miler, MOODBIOR! - 574 225, DX.

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

RAC ALETAHR/2016-17/156 .

Date: 20/12/2016

RELIEVING ORDER

Ref: Resignation Letter, Dated: 28.09.2016

Mr.Manjunath Kamath K 'Assistant Professor' in the Department of Information Science & Engineering of this institute has been relieved from all his duties on 20th December 2016 after close of working hours.

He is having ability to work independently & honestly. We wish best of luck for his future endeavours.

Copy to:

- 1. Concerned
- 2. Personal file
- 3. H.R. Section
- 4. HOD of ISE Dept
- 5. A/C section. F/O
- 6. Library.
- 7. A/O

PRINCIPAL

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

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Alve's Institute of Engy. & Technology, Mijur, MOODBIDRI - 574 225, D.X



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Phone: 08258-262724 (O), 262725 (P), Telefax:08258-262726 Email: principalaiet08@gmail.com, Web:www.alet.org.ln

Ref: AIET/A2/2011-12/6/23

Date: 15-06-2012

To,

Appointment Order

Mr. Sathya Prakash B.P. S/o. Puttanna R Byrapura, Thippur (P) Doddaballapur (Tq) Bangalore Rural Dist.

Dear Sir.

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

With reference to your application & the subsequent interview, and also based our offer letter and your consent letter, the management is pleased to appoint you as Asst. Professor in Dept. of Information Science & Engg. in our organization as per the terms and conditions mentioned below:

- 1. You will be paid a consolidated pay of Rs. 20,000/- 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 16,420/- + AGP Rs 6,000/- + DA 20% Rs 4484/- + HRA 5% Rs 1121/- Total gross salary = Rs 28,025/- 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, extracurricular 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 25th July 2012.

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. Est. Sec

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

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

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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/2016-17/ 419

Date: 30/06/2017

RELIEVING ORDER

Ref: Resignation Letter, Dated: 17.05.2017

Mr. Sathyaprakash B P working in the Department of Information Science & Engineering has been relieved from his responsibilities and duties on 30th June 2017 after close of working hours.

He is having ability to work independently & honestly. We wish him best of luck for his future endeavour.

Copy to:

1. Concerned

2. Personal file

3. H.R. Section

4. HOD ISE Dept

5. A/C section. F/O

6. Library.

7. A/O.

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



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AIET/HR/ 2013-14-1535

Appointment Order

To, Ms.Divya Ravi N W/o Mr.Sandesh T'S, Thachappilly House Thrissur Kerala-680619

Dear Madam,

Sub: Offer of Appointment as 'Assistant Professor' in the Dept of ISE-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 ISE- in our organization as per the terms & conditions mentioned below:

1. You will be paid a consolidated salary of Rs.21600/-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 Rs17093/-+AGP Rs.6000/-+DA+HRA@30%=Rs.6927/- Total Gross Salary=Rs.30020/- 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 Tuly 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

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

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

Date: 13.05.2014

Liva's institute of Engg. & Technology, Mijer, MOODBIDRI - 574 225, D.K



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

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

Ref: AIET/A2/2011-12/ 29 40

Date: 02-07-2011

To,

Appointment Order

Mr. Santhosh S 2/38, Poonapalli Village Peddabelagondapalli Post Hosur Taluk, Krishnagiri D.K Tamilnadu Sate-635114.

Dear Sir,

Sub: Offer of Appointment as Lecturer in the Dept. of CSE/iseReg

With reference to your application & the subsequent interview, and also based our offer letter and your consent letter, the management is pleased to appoint you as Lecturer in Dept. of Computer Science & Engg in our organization as per the terms and conditions mentioned below:

- 1. You will be paid a consolidated salary of Rs.18,000/-(Eighteen Thousand only) 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, extracurricular 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
- 8. Your appointment is terminable with three months notice on either side.
- 9. You will join duty on or before 1st August 2011.

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. Est. Sec

2. AO/FO

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

Mijer, MOODBIDRI - 574 225, D.K.

MOODBIDRI - 574 227 (D.K.)



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

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

Ref: AIET/A2/2011-12/5680

Date: 09-11-2011

Revised Appointment Order

To.

Mr. Santhosh S 2/38, Poonapalli Village Peddabelagondapalli Post Hosur Taluk, Krishnagiri D.K Tamilnadu State-635114.

Dear Sir,

Sub: Revised Appointment as Lecturer in the Dept. of ISE. - Reg

In continuation of your earlier appointment order, Ref: AIET/A2/2011-12/2940, 02-07-2011, the management is pleased issue a revised appointment order to you as Lecturer in Dept. of Information Science & Engg considering your previous company experience as per the terms and conditions of institute mentioned below:

- 1. You will be paid a consolidated salary of Rs.20,000/-(Rupees Twenty Thousand only) per month during the probationary period.
- 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, extracurricular 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. This office order will be effective from 1st October 2011.

Copy to:

1. Est. Sec

2. AO/FO

3. Personal file

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

ALVA'S EDUCATION FOUNDTION (F MOODBIDRI - 574 227 (D.K.)

Alver's institute of Engg. & Technology, Milar, MOODBIDRI - 574 225, D.K.



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

Ref: AIET/A2/2011-12/6323

Date: 03-07-2012

Appointment Order

To,

Mrs. Swapnalaxmi K Sri Laxmi Nilaya, PO Kodlamogaru, Via Manjeshwara Kasaragod, Kerala- 671323

Dear Sir.

Sub: Offer of Appointment as Lecturer in the Dept. of ISE. - Reg

With reference to your application & the subsequent interview, and also based our offer letter and your consent letter, the management is pleased to appoint you as Lecturer in Dept. of Information Science & Engg in our organization as per the terms and conditions mentioned below:

1. You will be paid a consolidated salary of Rs.21,600/- (Twenty: Thousand only) per month

during the probationary period.

- 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, extracurricular 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 25th July 2012.

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. Est. Sec

2. AO/FO

No. of Corrections: 02. 12. 6/7/12

ALVA'S EDUCATION FOUNDTION (R) MOODBIDRI - 574.227 (D.K.)

Alve's Institute of Engg. & Technology, Mijor, MOODBIDRI - 574 225, D.K.



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

AIET/HR/ 2013-14-1536.

Date: 13.05.2014

Appointment Order

To. Mrs.Suveeksha V Shetty w/o Roshan Shetty 3rd Floor, Kamal rag Apartment Near Shalimar Community Hall Moodbidri, D.K.

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

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may send advance copies to the management if you wish.

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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 July2014.

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

Copy to: 1.HR 2. A/C, F.O

Alva's Institute of Engg. & Technology

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Ref: AIET/HR/ 2014-15/2427

Date: 13.07.2015

Appointment Order

To.

Ms.Kaveri B Kari

D/o Basappa N Kari,

#4333, 6th cross, 17th main, Vijayanagara, 2nd stage, Mysore-570017.

lear Madam.

Jub: Offer of Appointment as 'Assistant Professor' in the Dept of 'ISE'-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 'ISE'- 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 Rs6000/-& the details of pay is as follows:6th pay basicRs16420/-+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

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5. Apart from teaching, you shall take up the other responsibilities such as curricular, extracurricular 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.

Copy to: 1.H R

2. A/C, F.O

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

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

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

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/2014-15/2424

Date: 13.07.2015

Appointment Order

To,

Mr. Sharan Lional Pais Christa kiran house, Marody post Belthangady Tq, Mangalore-574236 Dear Sir.

<u>Sub</u>: Offer of Appointment as 'Assistant Professor' in the Dept of 'ISE 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 'ISE 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.
- o. You will join day on 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

Alva's Institute of Eneg. & Technology Mijar, MOOBBIORT-574 225

ALVA'S EDUCATION FOUNDTION (R)

MOODBIDRI - 574 227 (D.K.)



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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/ 2014-15/24/26

Date: 13.07.2015

Appointment Order

To.

Ms.Sahana Shetty 'Nethra' Kodial Guttu, West Kodial Bail,

Mangalore-575003.

Dear Madam,

Sub: Offer of Appointment as 'Assistant Professor' in the Dept of 'ISE 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 'ISE 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.Techas 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, extracurricular 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.

Copy to:

1. HR

2. A/C, F.O

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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/2016-17/ 385

Date: 17/06/2017

RELIEVING ORDER

Ref: Resignation Letter, Dated: 08.03.2017

Mrs. Sahana Shetty, 'Assistant Professor' in the Department of Information Science & Engineering of this institute has been relieved from all her duties on 26th May 2017 after close of working hours.

She is having ability to work independently & honestly. We wish best of luck for her future endeavours.

Copy to:

1. Concerned

2. Personal file

3. H.R. Section

4. HOD of Information Science and Engineering Dept

5. A/C section. F/O

6. Library.

7. A/O

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

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