

Ref No. : GURGAL/30/517

Date: 15th January 2020

To

Mr. Man Salman
#192, Tiana
Muzaffar Nagar
UP - 251318

SUBJECT: Appointment as Assistant Professor in the School of Pharmacy, Global University

Dear Mr. Man Salman,

I am pleased to inform you that on the recommendation of the Selection Committee, your appointment as Assistant Professor in the School of Pharmacy, Global University has been approved in the pay scale of Rs. 15000-38100 with grade pay of Rs. 6000 and applicable allowances as prescribed by the University. You are awarded with the monthly gross salary of Rs. 35000 (Rs. Thirty Five Thousand Only). Your Salary breakup has been mentioned in the attached annexure. Your appointment shall be effective from 15th January 2020.

1. You will be on probation for a period of two years from the date of joining. The period of probation may be extended for such time as may be deemed necessary by the competent University authorities. During probation your employment may be terminated without assigning any reason.

2. During your employment with the University you are expected to:

- i. Be a responsible employee of constant and dependable expertise of University Officers;
- ii. Perform the assigned duties with dedication;
- iii. Refrain from undertaking any other employment and commitment during your employment at the University. Any partial professional responsibility such as responsibilities or such responsibilities that could potentially reflect the University duties could be undertaken only upon the prior written consent of the appropriate university authorities;
- iv. Co-operate in the formulation of policies of the institution by accepting various offices and discharges responsibilities which such offices may demand.

1. Adhere to the conditions of contract and all other orders issued by the University from time to time;
2. Behave from availing yourself of leave except on unavoidable grounds and as far as practicable with prior intimation, keeping in view your responsibility for the completion of academic schedule;
3. During the course of your employment, all your research outputs / projects / Innovations / Patents should be owned after the University. The University reserves the right to use it for the benefit of the University in future.
4. You shall not engage in any trade or business or carry on money lending business nor shall you accept any employment or any office honorary or otherwise in or outside the University except with the written permission of the competent authority.
5. The University reserves the right to terminate your appointment or discontinue with your services on the following grounds:
 - a) Proved 'misconduct' or 'willful' 'in-subordination'
 - b) 'Incompetence' or
 - c) Indiscipline,
 - d) If the post you are holding is retrenched and if your services are no longer required by the University;
 - e) If you are declared medically unfit to perform your duties by an appropriate medical authority;

In case your services are not required under clause 5 (d), you shall be entitled to one month notice, and in default of such notice the University shall pay you a sum of money equal to one month salary. However, under clause 5 (e), you will be entitled to one month notice and in default of such notice one month salary by the University. In this clause salary does not include any allowances.

6. You shall not leave or abandon the services of the Gluco University until the completion of two years of services effective from the date of joining. After completion of this agreed period of services, in case of resignation, you shall give to the Vice-Chancellor at least three months advance notice in writing. In default of such notice, you shall forfeit to the University a sum equal to the period of notice provided that if you are compelled to resign without giving the notice as required owing to such reasons as the competent authority of the Gluco University approves, you may not forfeit such sums.
7. During the course of your employment with the University, you shall not apply for job elsewhere without taking prior permission from the management to do so and no experience letter shall be issued for such reason.




Date

8. You are required to submit a medical certificate about your fitness to serve in the University within one month of your joining.
9. All disputes between the University and the Employee shall be referred to a committee constituted by the Pro-Chancellor whose decisions shall be binding on both the parties. All disputes arising out of this agreement shall be subject to the jurisdiction of the courts at Shaurmurti.
10. This appointment is subject to the Rules and Regulations of the University as may be in force at any time. The University also reserves the right to make amendments to the terms and conditions of employment recorded herein with prior notice to the Employee in writing.

With congratulations and best wishes,

For The GLOCA University


(Registrar) 15/5/2022