



NKBR College of Pharmacy & Research Centre

Approved by AICTE, Ministry of HRD, Govt. of India, Affiliated to U.P. Technical University, Lucknow
Approved by Pharmacy Council of India (PCI)

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Ref. No. NKBR/Admn/19/7491

Dated : 01/01/19

To

Dr. Manoj Kumar Sagar

S/o Sh. Om Prakash, Adarsh Nagar,

Civil Line, Near- A.R.T.O. D.M Road

Budaun(U.P.) Pin-262 543 INDIA

Subject: Appointment against the post of Principal/Professor.

Dear Dr. Manoj

This has reference to your application dated 13th December 2018, for the post of Principal/Professor and subsequent interview held on 15th December'18, the management is pleased to appoint you as principal.

You are required to join your duties on or before 01/01/2019 and submit the duly self-attested copies of following documents:

1. Relieving certificate from your previous institute of working.
2. Salary certificate from your previous employer.
3. Testimonials, experience certificates etc relevant to your appointment.

Your appointment will be governed by the rules and regulation of AICTE/UGC/State Govt. and parent society whichever is deemed to be suitable.

Please submit the duplicate copy of this letter properly signed by you as official acceptance of terms and conditions mentioned below:

1. **Nature of appointment:** Your appointment is on permanent basis subject to regularization as per recommendation of the selection Committee.
2. **Salary:** Your salary will be in the pay scale of Rs. 37,400-67,000 as per state Govt. rules.
3. **Service :** You are being appointed as full time employee of the institute and there after you will not undertake any other assignment with any other educational or other kind of organizations either on honorary basis or otherwise without the written consent of the institute.
4. **Tenure:** You will be on probation for a period of six month during which your progress will be monitored before regularization through duly constituted selection committee.

5. **Termination/Suspension of service:** During probation period or there after your services can be terminated/suspended as deemed suitable to the management in lieu of such decisions without assigning any reason. If you leave the job due to the reason of your own, one month's notice or payment one month salary will be legitimate except the mid-semester cases in which the notice period and the duration of payment of salary will be three months.

Security equal to one month salary will be deducted from your salary in four installments. The security will be released to you, in case the terms and condition of the appointment are fulfilled, at the time of leaving the college at your end.

6. **Confidentiality:** You will not leak any information/affairs, that you may come across during the tenure of your service with the Institute, publicly and/or divulge it to any person, firm of Institute or company.

7. **Handing over of charge :** On completion of your tenure or severance of relationship for one reason or other you will hand over the charge to the management of the Institute, which may be momentarily in your possession relating to the affairs of the Institute and will not retain any document(s) or extracts there from.

This offer is valid as per your qualifications and experience, as claimed by you in your application. If any information delivered in your bio-data, testimonials etc. is detected false/mutilated/misleading/exaggerated at any moment, your service will be subject to termination without prior notification


(C.P. Garg)

Chief Executive Officer


(B.L. Garg)
Chairman

I hereby acknowledge the letter of appointment and agree on the above terms and condition. I will join my duties on 01/01/2019.....

Date : 01/01/2019..

Signature :

Name : Dr. Manoj Kumar Sagar