



# A.P. COLLEGE OF PHARMACY

Unit-2, Gaun, Near Punjab National Bank (Bulandshahr) Mob: 9596310867, 9412819313  
apc@apcollegeofpharmacy2013@gmail.com www.apcollegeofpharmacy.in

Date: 01/01/2020

Ref: C/1/2020

To,  
The Shafiq Ahmad  
India (Uttar Pradesh-201001)  
Subject: Contract letter  
On: 01/01/2020

We pleasure to offer for appointment and subsequent acceptance of it, you are hereby appointed as Lecturer A.P. COLLEGE OF PHARMACY, (Gachagan, Bulandshahr(U.P.)) with effect from Date-----on the following terms and conditions.

1. Designation:- LECTURER
2. Place:- BULANDSHAHAR(U.P.)
3. Emoluments:- Your consolidated salary is fixed at 38200/- Per Month.
4. Role and Regulations

You will abide by all rules and regulations of the Institute as may be enforced by the management. You have to come and will report to the undersigned. The management reserves the right to modify, Alter or Delete Existing Service Rule or to introduce fresh service rules which will be Binding upon you.

In addition to your regular duties, you may be assigned any other duty in interest of Institute.

#### 5. Service

You will be a full time employee of the Institute. You will not engage yourself directly or indirectly in any service or be concerned in any manner, in any business other than that of the Institute and shall not associate yourself, not let your work, name or personality be used by any other Institute / organization without the express consent of the management.

#### 6. Confidentiality

As a part of duty and otherwise, you will come across many confidential matters. You will treat as confidential the information/ Affairs of the Institute and will not divulge in any person, firm or Institute or company, any information that you may come across during the tenure of your service with the Institute and thereafter.

#### 7. Leave

Dental, Medical, Privilege and any other Leave will be as per Institute Service rule.

#### 8. Termination of service

The management reserves the right to terminate your services by giving you one month notice payment of salary in lieu thereof. Similarly, you will be entitled to resign from the service upon one month's notice or Payment of salary in lieu thereof.

#### 9. Retirement

You will automatically retire without notice on your on your reaching the age of 65 years. Should you continue in service even after attaining the age of retirement, you can be retired thereafter by giving you one month's notice or salary in lieu thereof.

Secretary

A.P. College of Pharmacy  
Gachagan (Bulandshahr)



# A.P. COLLEGE OF PHARMACY

Ulrich Road, Near Punjab National Bank (Hullandshahr) Mob : 9506112007, 9412019012  
apcollegeofpharmacy@gmail.com www.apcollegeofpharmacy.in

Ref: \_\_\_\_\_

Date: \_\_\_\_\_

### 10. Handing Over the charge

Upon completion of your tenure in accordance of relationship for you (name) or another, you will hand over to the undersigned all papers and document which may time be in your possession pertaining to affairs of the Institute and will not retain any or extracts there from.

If the terms and conditions are accepted to you, Please sign the duplicate copy of this appointment form in lieu of your having understood and having accepted the same.

Yours faithfully,

Director

For: A.P. COLLEGE OF PHARMACY  
ULHANSKAH, PUNJAB (INDIA)

### ACCEPTANCE

I hereby accept Appointment Letter and hereby record my acceptance to all the terms and conditions specified therein.

Date: 01-07-2019

Place: Solankshahr

Signature

Name :-Sheela Ahmad