

# R P POLYTECHNIC COLLEGE

Vill-Mundera Lala, Post- Govindpur Thana-Rampur Karkhana, Dist.-Deoria

Ref.: -RPP/APP/2023/108

Date:- 15.07.2023

To,

Poonam Garg,  
Meerut  
Uttar Pradesh-

**Subject: Appointment Letter**

R/Sir

With reference to your application and subsequent interview held on 02-07-2023 and as per the recommendations of selection committee the undersigned is pleased to appoint you as a "Lecturer" on regular basis, in above institute w.e.f. 01-08-2023 on the following terms and conditions :-

- **SALARY** As per AICTE/UP BTE norms.
- **SERVICE** You are being appointed as a full time employee of the institute and thereof will not undertake any other assignment with any other educational institute or other kinds of organization either on honorary basis or otherwise without the written consent of the management of the institute. Your service are on probation period for one year from the date of joining and can be terminated by either side by giving one month's notice or payment of one month salary in lieu thereof.
- **RULES** You will abide by all the rules and regulations of the institute as may be enforced time to time and will report to the President of the Society.
- **CONFIDENTIALLY** You will treat all information/affairs of the institute as a confidential and will not divulge to 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.
- **HANDLING OVER OF CHARGE** Upon completion of your tenure of relationship for one reason and another, you will hand over to the President/Principal all papers and documents which may at time be in your possession relating to the affairs of the institute and will not retain any of extracts there from.

Please sign on the duplicate copy of this letter signifying your acceptance of the terms & conditions enumerated .

For R P Polytechnic College

  
President