

SATSHIKSHA SAMITI

Ref:

No:

Date: 15/5/2022

To:

Mr. Farooq Sultan Bralimova
206, Hill Kamalpur, Feroz-El-Shahpur
Muzaffargarh U.P- 0057070070

SUB-APPOINTMENT LETTER

In response to your application and subsequent interview, the undersigned is hereby directed to inform you that the Management of Ghazi City Health (Sat) Shiksha Samiti (Muzaffargarh) is pleased to appoint you as Principal from 15-05-2022 on the following terms & conditions.

- (i) You will be paid Salary regulated as per PCRB U.P. Government rules applicable from time to time.
- (ii) You are required to update your qualifications as laid down by PCRB U.P. from time to time to avail the benefits specified for the post, failing which, Institute shall have rights to end your employment/terminate your services accordingly.
- (iii) Your services will be governed as per rules & regulations, sections and sub-sections and statute of the Institution. You are liable to adhere all instructions and carry out all responsibilities which are specified to the post.
- (iv) If you absent yourself for more than two days without obtaining the prior approval of the Principal, then the Institute shall have the right to take any disciplinary action against you which may lead to termination from the duties without any notice. And in that case, you will have no right to claim any dues from the Institute.
- (v) If your services are not required on one or the other grounds, the same may be terminated, without assigning any reason, on a notice of one month or a salary of one month to be thereon. Similarly, if you have to resign one month salary, if salary is not due, one month salary will be adjusted from your balance pay package or other due available with the institution.
- (vi) If you resign the Institute without obtaining the No. Due Certificate by fulfilling the above terms & conditions, then the Institute shall have the right to recover three month salary and take legal action against you.
- (vii) The offer is valid as per your qualifications and experience as stated by you in your application. If any mis-information is detected at any stage, your services are liable to be terminated without any notice.
- (viii) You will be present in the Institute during the Institute working hours. You may also be required to do some work during off Institute hours/Sundays/holidays etc. for to do some administrative duties. No compensation shall be made for such duties.

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- (i) Leave & privilege and NOT A RIGHT. You will be entitled for leave as per the service rules and regulations of the Institute, notified from time to time.
- (ii) You may undertake project/proficiency assignments in the name of Institute with prior permission of the Institute. The revenue earned will be on the name of Shri. Anand Mohan. You will be given separate payment for the work performed on projects etc. as per consultancy rules of the Institute.
- (iii) The Institute may sponsor you for higher studies after completion of one year of satisfactory service with the Institute. The condition for sponsoring is that you will have to serve the Institute for a Minimum period of 2 years, after clearing the higher degree. In case you fail to abide by this condition, then you will have to deposit money equivalent to a period during which you have availed the study leave.
- (iv) In case of any litigation the Court jurisdiction will be New Delhi.
- (v) You shall be assigned duties & responsibilities by the Lecturer as required by the Institute.
- (vi) If you agree on these terms & conditions, you are informed to get duplicate copy of this letter by giving your consent.

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