



Natthu Singh College of Pharmacy

Recognized from : All India Council of Technical Education & Pharmacy
Council of India, New Delhi
Affiliated to BTE Lucknow

Ref. No. NSCOP/2015/Appro/104

Date 18/01/2015

Appointment Letter

Mr. Shiv Prakash Singh
J. P. Market Ramnagar, Parus
Lucknow

Dear Sir,

With reference to your application and discussion with management committee, the management committee of the institute is pleased to appoint you as "Lecturer" with effect from 01 Nov 2012 in the pay scale as per AICTE/PCI norms, on the following terms and conditions:

1. You are required to submit the certificate in support of your education, professional qualifications, experience, Date of Birth, declaration, medical fitness for verification together with one set of copies thereof and two passport size photographs for record at the time of reporting.
2. You will be governed by the rules & regulation including conduct, discipline & administrative orders, and any such substituted or / added of the Institute that may come into force during your tenure.
3. You are required to devote full time to assigned duties and shall not conduct directly or indirectly any other trade or business whatsoever which is likely to interfere with the due & efficient discharge of the Institute duties.
4. As per the Income Tax Rules, it is mandatory for all the employees to furnish PERMANENT ACCOUNT NUMBER (PAN) of their employees while filling quarterly TDS return with the Income Tax Department. Hence you are requested to provide your PAN as enable us to process your salary.
5. In case any change in your address, during the course of your tenure with the organization, it shall be your duty to intimate the management within a week from the date of such changes.
6. We look forward to a fruitful association with you and expect full dedication and commitment from you.
7. With the above terms & conditions and acceptance of you, kindly sign the duplicate copy of this letter a token of your acceptance and return the same to undersigned.

With best regards,

Yours sincerely,


Principal, Natthu Singh College of Pharmacy
Lucknow


Principal