

# SHRI R. P. PORWAL INSTITUTE

SHAHJAHANPUR, KANPUR DEHAT

(RUN BY- LT. RAMPRAKASH VIDYAWATI SHIKSHA SAMITI, RAJPUR, KANPUR DEHAT)

MOB:- +918423491438, 7985806710

FOUNDER /MANAGER

LETTER NO. SRPPI/ADMIN/2024-2

DATE:- 01/05/2024

To,

Mr. Manoj Kumar S/o. Kishore Kumar Yadav  
Vill. Gauraha Post: Tahsil Chautham, Dist. Gorakhpur, Bihar-851201.

Subject: Appointment for the Post of Principal

Dear Sir/Madam,

With reference to your application and subsequent interview held on 22/04/2024 and as per the recommendations of selection committee the undersigned is pleased to appoint you as an Principal on regular basis, in above institute w.e.f 01/05/2024 on the following terms and conditions:-

- SALARY** As per PCI/BTE norms with Rs. 40000/- Per month
- SERVICE** You are being appointed as a full time employee of the institute and thereof will not undertake any other assignment with any 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 remain any of extracts there from.

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

Chairman

प्रबन्धक

श्री आर.पी.पोरवाल इंस्टीट्यूट  
शाहजहाँपुर, गानपुर देहात